

New Year Rollover Checklist

The following tables are a list of the recommended steps in the New Year Rollover (NYR) process.

Detailed explanations of these steps are covered in the *New Year Rollover Process Guide*.

Step One


Before beginning the New Year Rollover process, several decisions need to be made and information needs to be gathered.

Complete these steps in any order.


Step 1 - Preparation	✓
Verify New Year Extension exists on the Options tab of the District Setup screen. If not, add Regular Extension to new year, linking to all organizations.	<input type="checkbox"/>
Grade Setup (Check for proper grade promotion)	<input type="checkbox"/>
Verify Next Grade and Next School fields are blank in the current school year, unless students are retained.	<input type="checkbox"/>
Identify retained students and next school exception students. Update next grade and school manually for these students.	<input type="checkbox"/>
Review Configuration Files , Enrollment , and Student Properties tabs in NYR Setup screen.	<input type="checkbox"/>
Identify any changes to attendance codes, discipline codes, etc. for the new year.	<input type="checkbox"/>
Gather District and School Calendar – Start, End, and Enrollment Enter dates. Identify grading periods and term start and end dates.	<input type="checkbox"/>
Determine any changes to school boundaries for the new year.	<input type="checkbox"/>
Run the NYR401 Boundary Exception Students report to identify invalid grid code issues.	<input type="checkbox"/>
Decide how to set-up process sets: Type, function or a combination of both.	<input type="checkbox"/>
Set Process Server to 300 minutes run time or greater (max is 360 min.). Clear Event Log in Process Service.	<input type="checkbox"/>
Set the Maximum Single Job Execution time to 300 minutes.	<input type="checkbox"/>

Step Two

Complete these steps in the order shown:

Step 2 - Setup the Process Sets		✓
1	<p>Create or duplicate process sets.</p> <p>Use unique names to help identification.</p> <p> Once setup, Process Sets can be used from year to year. Review them to verify the setup is correct before starting New Year Rollover in subsequent years.</p>	<input type="checkbox"/>
2	<p>Update information on each of the NYR Setup process tabs: Execute, Schools, Grade Levels, Enrollment Properties, Student Properties, Configuration Files.</p> <ul style="list-style-type: none"> • District • Calendar • School • Mass Assignment • Student 	<input type="checkbox"/>

The **History** tab contains information about the processes. The information is available immediately after the Process Set has completed running.

 If you want to roll students' Locker and Student Group assignments into the new year, you must include the relevant configuration files in the process students process set. Select both Process Students and Process Configuration Files on the **Execute** tab.






If address grids are not used by the district, NYR displays an advisory that address grids are not set up. This warning can be ignored.


The **Default Calendar Dates** and **Enrollment Defaults** on the **Schools** tab of the New Year Rollover screen must be populated for all definitions.

Step Three

It is strongly suggested these steps be completed in the order shown.

Step 3 - Run the Process Sets (Suggested Order)		✓
1	Turn off Grade Book Real Time Synchronization, if enabled, in Synergy SIS > Grade Book > Setup > Grade Book Config .	<input type="checkbox"/>
2	Turn off New Year Activation in Synergy SIS > System Setup > District Setup , if enabled.	
3	Back up the Database (some functions cannot be reversed).	<input type="checkbox"/>
4	Run the District Configuration Process Sets – All appropriate District file types.	<input type="checkbox"/>
5	Check the History tab for errors from running the District Configuration Process set.	<input type="checkbox"/>
	After processing configuration sets:	
6	<ol style="list-style-type: none"> 1. Clear cache. 2. Log out/in. 	<input type="checkbox"/>
7	Run the Calendar Process Sets for the district and all schools.	<input type="checkbox"/>
8	Check the History tab for errors from running the Calendar Process set.	<input type="checkbox"/>
	After creating calendars:	
9	<ol style="list-style-type: none"> 1. Clear cache. 2. Log out/in after creating calendars. 	<input type="checkbox"/>
10	Update district and school calendars with holidays, etc.	<input type="checkbox"/>
	After creating calendars:	
11	<ol style="list-style-type: none"> 1. Clear cache. 2. Log out/in after creating calendars. 	<input type="checkbox"/>
12	Run School Process Sets for School Setup Configuration for School Grade, School Year Term Def, School Setup Tracks (if Tracks are used)	<input type="checkbox"/>
13	Check the History tab for errors from running the School Process sets.	<input type="checkbox"/>
	After processing configuration sets:	
14	<ol style="list-style-type: none"> 1. Clear cache. 2. Log out/in. 	<input type="checkbox"/>

Step 3 - Run the Process Sets (Suggested Order)		✓
	Set school term definitions for each school.	
15	 <p>New Year Rollover inserts the start and end dates for the school terms. The dates adjust based on the dates set up in the new year calendar. New Year Rollover does not overwrite any existing term dates in the new year.</p>  <p>Students do not appear until after this step. An error message displays until this step is run.</p>	<input type="checkbox"/>
16	Run School Process Sets for School Setup Configuration for all other applicable School file types	<input type="checkbox"/>
17	Check the History tab for errors from running the School Process sets.	
18	<p>After processing configuration sets:</p> <ol style="list-style-type: none"> 1. Clear cache. 2. Log out/in. 	
19	<p>Run the Current Year Mass Assign Process Set to assign next grade and school for all schools.</p>  <p>This is the initial run mass assigning students. Select Override Existing to clear incorrect data.</p>	<input type="checkbox"/>
20	Check the History tab for errors from mass assigning students.	<input type="checkbox"/>
21	<p>After processing configuration sets:</p> <ol style="list-style-type: none"> 1. Clear cache. 2. Log out/in. 	<input type="checkbox"/>
22	<p>Before executing Student Process Sets, clear Require address change date when student home address is changed.</p> <p>Synergy SIS > System>Setup > District Setup – Address Options on Systems tab</p>	<input type="checkbox"/>
23	<p>Run Student Process Sets.</p>  <p>Students do not appear until after a Term Code is defined in the Term Definitions grid on the School Setup screen. An error message displays until this step is run.</p> <p>Use the School Setup Copy screen in System > Data Maintenance to copy the setup for one school to other schools.</p>	<input type="checkbox"/>
24	Resolve retentions and next school exceptions. (Optional)	<input type="checkbox"/>
25	<p>Run the Current Year Mass Assign Process Set to assign next grade and school for all schools.</p>  <p>This is the final run mass assigning students. Do not select Override Existing to retain changes made to students Next Grade Level and Next School fields.</p>	<input type="checkbox"/>
26	Check the History tab for errors from mass assigning students sets.	<input type="checkbox"/>



Step 3 - Run the Process Sets (Suggested Order)		✓
27	After processing configuration sets: 1. Clear cache. 2. Log out/in.	<input type="checkbox"/>
28	Before executing Student Process Sets, clear Require address change date when student home address is changed . Synergy SIS > System>Setup > District Setup , Address Options area in System tab	<input type="checkbox"/>
29	Run Student Process Sets  Students do not appear until after a Term Code is defined in the Term Definitions grid on the School Setup screen. An error message displays until this step is run.	<input type="checkbox"/>

Step Four

Complete these steps in the order shown.



Do not run Grade Book synchronization for the new year until you are finished with the current year.

Step 4 - After the Process		✓
1	Update Grading Period dates for each school.  Use the School Setup Copy screen in System > Data Maintenance to copy the setup for one school to other schools.	<input type="checkbox"/>
2	Decide to use the built-in option of updating new enrollments and student inactivations or disable the function in District Setup. Synergy SIS > System > Setup > District Setup – New Year Activation option in Enrollment Options on the System tab.	<input type="checkbox"/>
3	Turn on Require address change date when student home address is changed . Synergy SIS > System>Setup > District Setup – Address Options on Systems tab	<input type="checkbox"/>
4	Make any needed changes to Attendance, Discipline, and other setup options.	<input type="checkbox"/>
5	Run the processes as many times as needed to update the new year information.  Not all processes are fully changeable.	<input type="checkbox"/>
6	User Groups can be mass updated to log into the new school year. Synergy SIS > System > User > User Groups – Select Mass Change Member Users from Menu .	<input type="checkbox"/>

Configuration File List

Process	Type	Name	Location	Notes/Special Functionality
<input type="checkbox"/>	District	Bus	Transportation > Bus	
<input type="checkbox"/>	District	Bus Staff	Transportation > Bus Staff	
<input type="checkbox"/>	District	Code All Day Reason Types	Attendance > Setup > District Attendance Code > Additional Options > All Day Code Types	
<input type="checkbox"/>	District	Conference Visitation Code	Student > Setup > Conference Visitation Codes	
<input type="checkbox"/>	District	DCRun Comment		Used by Implementation Team only
<input type="checkbox"/>	District	DCVSanction	VA > Setup > District State Requirements > Discipline Crime Violence Extract	VA districts Only
<input type="checkbox"/>	District	District Attendance Reasons	Attendance > Setup > District Attendance Code	
<input type="checkbox"/>	District	District Fee	System > Setup > District Fee Options, Options tab	
<input type="checkbox"/>	District	District Fee Enrollment Rules	System > Setup > District Fee Options, Proration tab, Enrollment Fee Proration	
<input type="checkbox"/>	District	District Fee Proration Rule	System > Setup > District Fee Options, Proration tab, Course Fee Proration	
<input type="checkbox"/>	District	District Fee Term Code Rules	System > Setup > District Fee Options, Proration tab, Course Fee Proration	
<input type="checkbox"/>	District	District FTEHours By Grade	System > Setup > Schedule Based FTE Setup - District, FTE Hours By Grade	
<input type="checkbox"/>	District	District FTETHreshold Range	System > Setup > Schedule Based FTE Setup - District, District FTE Thresholds	

Process	Type	Name	Location	Notes/Special Functionality
<input type="checkbox"/>	District	District Reporting Period	Attendance > Setup > District Calendar, Report Period tab	
<input type="checkbox"/>	District	District Student Groups	Student > Setup > District Groups	
<input type="checkbox"/>	District	District Tracks	System > Setup > District Tracks	
<input type="checkbox"/>	District	Dwelling Grid	Census > Dwelling	MN Only
<input type="checkbox"/>	District	Grid	System > Setup > Address Grid Definition	Required for schools with grid-based school assignment
<input type="checkbox"/>	District	Report Label Override	System > Setup > Report Options	
<input type="checkbox"/>	District	Row Resolution		Use by Implementation Team only
<input type="checkbox"/>	District	Sch Yr Att Abs Threshold	Attendance > Setup > District Attendance Code , Additional Options, Absence Amount Threshold Definition Grid	
<input type="checkbox"/>	District	School Vaccination Sch Yr	Health > Setup > Immunization Definition	
<input type="checkbox"/>	District	Student Transcript Options	Course History Setup > Student Transcript Options	
<input type="checkbox"/>	District	Student Transcript Options WA	Course History > Setup > Student > Transcript Options	WA Only Select this option to roll the WA transcript options to the new school year. Clear Cache within System Configuration to see the transcript options within STU204 report interface.
<input type="checkbox"/>	District	Text Year	Health > Setup > Immunization Definition, Immunization Report Settings tab	
<input type="checkbox"/>	School	Attend Extract Fields	Attendance > Reports Daily > Extracts > School Enrollment History Extract	


Process	Type	Name	Location	Notes/Special Functionality
<input type="checkbox"/>	School	Course School	Course > School Course	Related to scheduling
<input type="checkbox"/>	School	Discipline Rollover	Discipline Incident > Setup > District Discipline Options	
<input type="checkbox"/>	School	Grade Rollover	Grading > Setup > District GPA Types & School GPA Types	
<input type="checkbox"/>	School	Honor Roll Def	Grading > Setup > Honor Roll and Eligibility Definition	
<input type="checkbox"/>	School	House	System > Setup > School Scheduling Options, House/Team/ Exclusion tab, House Codes area	Related to scheduling
<input type="checkbox"/>	School	Locker	Locker > Locker	Moves lockers from school to school. Does not keep current student locker assignments.
<input type="checkbox"/>	School	Mail Merge Rollover	System > Setup > Mail Merge Definition	
<input type="checkbox"/>	School	Sched Mass Assign	Mass Scheduling > Mass Assign Course Requests	Related to scheduling
<input type="checkbox"/>	School	School Att Letter Opt	Attendance > Attendance Letter	
<input type="checkbox"/>	School	School Attendance Reasons	Attendance > Setup > School Attendance Code	
<input type="checkbox"/>	School	School Fee	Fees > Setup > School Fee Codes	
<input type="checkbox"/>	School	School FTEHours By Grade	System > Setup > Schedule Based FTE Setup - School, FTE Hours By Grade	
<input type="checkbox"/>	School	School Grade	System > Setup > School Setup, Grade Selection area	
<input type="checkbox"/>	School	School Room	System > Setup > School Room	Related to scheduling
<input type="checkbox"/>	School	School Setup	AZ > Setup > SAIS School Setup	
<input type="checkbox"/>	School	School Setup Tracks	System > Setup > School Setup	Only if school is using tracks.

Process	Type	Name	Location	Notes/Special Functionality
<input type="checkbox"/>	School	School Student Groups	Student > Setup > School Groups	
<input type="checkbox"/>	School	School Team Sped	Synergy SE > System > Setup > Special Ed School Team	Used with Synergy SE - Copies current team list to new year
<input type="checkbox"/>	School	School Year Bell Sched	Attendance > Setup > Bell Schedule Definition	
<input type="checkbox"/>	School	School Year Cap Grade	System > Setup > School Setup, Basic Info tab, Grade Level Max Enrollments	
<input type="checkbox"/>	School	School Year Course Group	Course > Course Group	Related to scheduling
<input type="checkbox"/>	School	School Year Grade Comment	Grading > Setup > Grading Setup, Comments tab	
<input type="checkbox"/>	School	School Year Grade Comment Staff	Grading > Setup > Grading Setup, Comments tab, No Staff Override column	
<input type="checkbox"/>	School	School Year Grade Period	Grading > Setup > Grading Setup, Grade Period/Mark Definition tab	
<input type="checkbox"/>	School	School Year Need Program Def Opt In	System > Setup > School Setup, Programs/Needs area	Only if Needs set to school based
<input type="checkbox"/>	School	School Year On Crs	Course > District Course, ParentVUE Options	
<input type="checkbox"/>	School	School Year Rot Cycle	Attendance > Setup > Period Rotation Definition	
<input type="checkbox"/>	School	School Year Trm Def	System > Setup > School Setup	
<input type="checkbox"/>	School	Section	Schedule > Section	Related to scheduling This file is not usually included for high schools because sections are created during the Mass Scheduling process for the next school year
<input type="checkbox"/>	School	Staff School Year	Staff > Staff, Schools tab	Related to scheduling
<input type="checkbox"/>	School	State Reporting OR	OR > Setup > District State Requirements	OR Only

Process	Type	Name	Location	Notes/Special Functionality
<input type="checkbox"/>	School	Team	System > Setup > School Scheduling Options, House/Team/ Exclusion tab, Teams Codes area	
<input type="checkbox"/>	Student	Student Group	Student > Student Groups	When rolling student groups. Process Configuration Files must be checked on the Execute tab.
<input type="checkbox"/>	Student	Student Locker	Locker > Locker	When rolling student lockers. Process Configuration Files must be checked on the Execute tab.
<input type="checkbox"/>	Student	Student Team NYRProcess	Synergy SE > System > Setup > Special Ed School Team	<p>If your district uses both the Synergy SIS and SE, for both Special Ed or 504 you can:</p> <ul style="list-style-type: none"> • Replace the existing Special Education Student Team when a student transfers • Assign the defined Special Education Team when a student enrolls. • Replace the student's existing team to the defined Special Education Student Team during NYR. Additional option must be selected on the Special Ed School Team. <p>See your state's <i>Synergy SE – Special Education Administrator Guide</i> for information.</p>
<input type="checkbox"/>	Student	Web Methods NYRProcess UI		VA Only

Enrollment Properties List

The list contains the properties contained in a student record.



Enrollment properties are properties that change based on the school year, such as school or grade.

Student properties are properties that do not change based on the school year, such as birth related or race ethnicity fields.

Clear or Set		Enrollment Field	Location	Notes/Special Functionality
<input type="checkbox"/>	<input type="checkbox"/>	AbsenceReportingPolicy	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	AllowMedication	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	AllowTylenol	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	AttendPermitCode	Other Info tab	CA districts only - Inter-district transfers
<input type="checkbox"/>	<input type="checkbox"/>	AttendPermitDate	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	Bus Estimated Mileage	Other Info tab	TN districts Only
<input type="checkbox"/>	<input type="checkbox"/>	BusRouteFromSchool	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	BusRouteToSchool	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	CAHSEEELARetake	Other Info tab	CA districts only - Pre-ID use
<input type="checkbox"/>	<input type="checkbox"/>	CAHSEEMathRetake	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	CameFrom	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	CollegeEnrolled	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	CompletionStatus	Other Info tab	CA districts only - CALPADS
<input type="checkbox"/>	<input type="checkbox"/>	Continuous District	Enrollment tab	CO districts only - CO state reporting
<input type="checkbox"/>	<input type="checkbox"/>	Continuous	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	Continuous	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	Continuous	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	CourseOfStudy	Enrollment tab	TN districts only
<input type="checkbox"/>	<input type="checkbox"/>	DenyPhoto/Interview	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	DistrictOfResidence	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	DistrictofSpecialEducationAccountability	Enrollment tab	Only if another district shares SPED responsibility - Mostly used in CA - CALPADS

Clear or Set		Enrollment Field	Location	Notes/Special Functionality
<input type="checkbox"/>	<input type="checkbox"/>	DropOffAddress	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	DropOffBusStop	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	DropOffCity	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	DropOffComment	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	DropOffLocationType	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	DropOffReasonCode	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	DropOffReasonDate	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	DropOffRespPerson	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	DropOffRespPhone	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	DropOffSchoolGU	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	DropOffState	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	DropOffTransportTime	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	DropOffTransportType	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	DropOffZipCode	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	EnrUser1	Enrollment tab	Field displayed (drop-down, checkbox, or text field) depends on ENRUser format)
<input type="checkbox"/>	<input type="checkbox"/>	EnrUser2	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	EnrUser3	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	EnrUserCheck1	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	EnrUserCheck2	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	EnrUserCheck3	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	EnrUserDD1	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	EnrUserDD2	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	EnrUserDD3	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	EnrUserDD4	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	EnrUserDD5	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	EnrUserDD6	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	EnrUserNum1	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	EnrUserNum2	Enrollment tab	

Clear or Set		Enrollment Field	Location	Notes/Special Functionality
<input type="checkbox"/>	<input type="checkbox"/>	EnrUserNum3	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	EnrUserNum4	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	EnrUserNum5	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	EnteredByUser	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	ExcludeADA/ADM	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	ExpCode		
<input type="checkbox"/>	<input type="checkbox"/>	ExpTimeCode		
<input type="checkbox"/>	<input type="checkbox"/>	ExtendLearningProgram	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	ForbidAutoDial	Not visible on tab	
<input type="checkbox"/>	<input type="checkbox"/>	FTE	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	FullTimeVirtualProgram	Other Info tab, Enrollment History	
NA	NA	<i>GradeExitCode</i>	<i>Enrollment tab</i>	<i>Set to Blank for next year's NYR process</i>
<input type="checkbox"/>	<input type="checkbox"/>	HasChangedFlag	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	InstructionSettings	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	IVEP	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	LeaveUnattended	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	LockerNumber	Other Info tab, School Information section	
<input type="checkbox"/>	<input type="checkbox"/>	MilitaryCompactStatute	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	MovedTo	Enrollment tab	
NA	NA	<i>NextGradeLevel</i>	<i>Other Info tab</i>	<i>Set to Blank for next year's NYR process</i>
NA	NA	<i>NextSchoolAttend</i>	<i>Other Info tab</i>	<i>Set to Blank for next year's NYR process</i>
NA	NA	<i>NextSchoolIGU</i>	<i>Other Info tab</i>	<i>Set to Blank for next year's NYR process</i>
NA	NA	<i>NextTrackGU</i>	<i>Other Info tab</i>	<i>Set to Blank for next year's NYR process</i>
		NonResident		
NA	NA	<i>NoShowStudent</i>	<i>No display</i>	<i>Set to Blank for next year's NYR process</i>

Clear or Set		Enrollment Field	Location	Notes/Special Functionality
<input type="checkbox"/>	<input type="checkbox"/>	OldSISStudentNum	Enrollment tab	Only when synchronizing with SASI XP
<input type="checkbox"/>	<input type="checkbox"/>	OptOutMedicalFed	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	OptOutMedicalState	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	OverrideforcestudenttotakeSTS	Other Info tab	CA districts only
<input type="checkbox"/>	<input type="checkbox"/>	PickUpAddress	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	PickUpBusStop	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	PickUpCity	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	PickUpComment	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	PickUpLocationType	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	PickUpReasonCode	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	PickUpReasonDate	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	PickUpRespPerson	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	PickUpRespPhone	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	PickUpSchoolGU	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	PickUpState	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	PickUpTransportTime	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	PickUpTransportType	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	PickUpZipCode	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	PreviousLocationType	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	PreviousYearEndStatus		
<input type="checkbox"/>	<input type="checkbox"/>	PXPOCRLockedIn	Schedule Request screen, Options tab	Clear
<input type="checkbox"/>	<input type="checkbox"/>	PXPOCRLockedInDt	Schedule Request screen, Options tab	Clear
<input type="checkbox"/>	<input type="checkbox"/>	PXPOCRValidated	Schedule Request screen, Options tab	Clear
<input type="checkbox"/>	<input type="checkbox"/>	PXPOCRValidatedDt	Schedule Request screen, Options tab	Clear
<input type="checkbox"/>	<input type="checkbox"/>	ReceiverSchool	Other Info tab	CA districts and Synergy SE only
<input type="checkbox"/>	<input type="checkbox"/>	RegistrationLastUpdated	Other Info tab	

Clear or Set		Enrollment Field	Location	Notes/Special Functionality
<input type="checkbox"/>	<input type="checkbox"/>	RegistrationReceived	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	ResponsibleDistrict	Other Info tab, Enrollment History	
<input type="checkbox"/>	<input type="checkbox"/>	ResponsibleSchool	Other Info tab, Enrollment History	
<input type="checkbox"/>	<input type="checkbox"/>	SchDismissTime	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	ScheduleBalance	Schedule Request screen, Options tab	
<input type="checkbox"/>	<input type="checkbox"/>	ScheduleExemptHouse	Schedule Request screen, Options tab	
<input type="checkbox"/>	<input type="checkbox"/>	ScheduleExemptTeam	Schedule Request screen, Options tab	
<input type="checkbox"/>	<input type="checkbox"/>	ScheduleHighPeriod	Schedule Request screen, Options tab	
<input type="checkbox"/>	<input type="checkbox"/>	ScheduleHouse	Schedule Request screen, Options tab	
<input type="checkbox"/>	<input type="checkbox"/>	ScheduleLowPeriod	Schedule Request screen, Options tab	
<input type="checkbox"/>	<input type="checkbox"/>	ScheduleStamp	Schedule Request screen, Options tab	
<input type="checkbox"/>	<input type="checkbox"/>	ScheduleTeam	Schedule Request screen, Options tab	
<input type="checkbox"/>	<input type="checkbox"/>	SchoolChoiceStatus	Enrollment History, Detail screen, Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	SchoolCompletionCode	Enrollment History, Detail screen	
<input type="checkbox"/>	<input type="checkbox"/>	SchoolResidence	Enrollment tab	CA districts and Synergy SE only
<input type="checkbox"/>	<input type="checkbox"/>	SchStartTime	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	ServingDistrict	Other Info tab, Enrollment History	
<input type="checkbox"/>	<input type="checkbox"/>	ServingSchool	Other Info tab, Enrollment History	
<input type="checkbox"/>	<input type="checkbox"/>	SpecialEdSchoolOfAttendance	Enrollment tab	CA districts and Synergy SE only
<input type="checkbox"/>	<input type="checkbox"/>	SpecialProgramCode	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	SpecialTransReqComment	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	SpEd1stSemesterReimbursement	Special Ed Student Services screen, Other Info tab	

Clear or Set		Enrollment Field	Location	Notes/Special Functionality
<input type="checkbox"/>	<input type="checkbox"/>	SpEd2ndSemesterReimbursement	Special Ed Student Services screen, Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	SpEdRegionalTuitionReimbrDisabilityCode		
<input type="checkbox"/>	<input type="checkbox"/>	SpEdSummerSemesterReimbursement		
NA	NA	SrEnrText1	<i>Reserved for future state reporting</i>	
NA	NA	SrEnrText2		
NA	NA	SrEnrText3		
NA	NA	SrEnrText4		
NA	NA	SrEnrText5		
NA	NA	SrEnrText6		
NA	NA	SrEnrText7		
NA	NA	SrEnrText8		
NA	NA	SrEnrText9		
NA	NA	SrEnrText10		
NA	NA	SrEnrUserCheck01	<i>Reserved for future state reporting</i>	
NA	NA	SrEnrUserCheck02		
NA	NA	SrEnrUserCheck03		
NA	NA	SrEnrUserCheck04		
NA	NA	SrEnrUserCheck05		
NA	NA	SrEnrUserCheck06		
NA	NA	SrEnrUserCheck07		
NA	NA	SrEnrUserCheck08		
NA	NA	SrEnrUserCheck09		
NA	NA	SrEnrUserCheck10		

Clear or Set		Enrollment Field	Location	Notes/Special Functionality
NA	NA	SrEnrUserDD01		
NA	NA	SrEnrUserDD02		
NA	NA	SrEnrUserDD03		
NA	NA	SrEnrUserDD04		
NA	NA	SrEnrUserDD05		
NA	NA	SrEnrUserDD06		
NA	NA	SrEnrUserDD07		
NA	NA	SrEnrUserDD08		
NA	NA	SrEnrUserDD09		
NA	NA	SrEnrUserDD10		<i>Reserved for future state reporting</i>
NA	NA	SrEnrUserDD11		
NA	NA	SrEnrUserDD12		
NA	NA	SrEnrUserDD13		
NA	NA	SrEnrUserDD14		
NA	NA	SrEnrUserDD15		
NA	NA	SrEnrUserDD16		
NA	NA	SrEnrUserDD17		
NA	NA	SrEnrUserDD18		
NA	NA	SrEnrUserDD19		
NA	NA	SrEnrUserDD20		
NA	NA	SrEnrUserNum01		<i>Reserved for future state reporting</i>
NA	NA	SrEnrUserNum02		
NA	NA	SrEnrUserNum03		
NA	NA	SrEnrUserNum04		
NA	NA	SrEnrUserNum05		
NA	NA	SrUserCheck01		<i>Reserved for future state reporting</i>
NA	NA	SrUserCheck02		
NA	NA	SrUserCheck03		
NA	NA	SrUserCheck04		
NA	NA	SrUserCheck05		

Clear or Set		Enrollment Field	Location	Notes/Special Functionality
NA	NA	SrUserCodeDD01		
NA	NA	SrUserCodeDD02		
NA	NA	SrUserCodeDD03		
NA	NA	SrUserCodeDD04		
NA	NA	SrUserCodeDD05		
NA	NA	SrUserCodeDD06		
NA	NA	SrUserCodeDD07		
NA	NA	SrUserCodeDD08		
NA	NA	SrUserCodeDD09		
NA	NA	SrUserCodeDD10		
NA	NA	SrUserCodeDD11		<i>Reserved for future state reporting</i>
NA	NA	SrUserCodeDD12		
NA	NA	SrUserCodeDD13		
NA	NA	SrUserCodeDD14		
NA	NA	SrUserCodeDD15		
NA	NA	SrUserCodeDD16		
NA	NA	SrUserCodeDD17		
NA	NA	SrUserCodeDD18		
NA	NA	SrUserCodeDD19		
NA	NA	SrUserCodeDD20		
NA	NA	SrUserData1		
NA	NA	SrUserData2		
NA	NA	SrUserData3		
NA	NA	SrUserData4		
NA	NA	SrUserData5		
NA	NA	SrUserNum1		<i>Reserved for future state reporting</i>
NA	NA	SrUserNum2		
NA	NA	SrUserNum3		
NA	NA	SrUserNum4		
NA	NA	SrUserNum5		
NA	NA	SrUserText1		
NA	NA	SrUserText10		

Clear or Set		Enrollment Field	Location	Notes/Special Functionality
NA	NA	SrUserText2	<i>Reserved for future state reporting</i>	
NA	NA	SrUserText3		
NA	NA	SrUserText4		
NA	NA	SrUserText5		
NA	NA	SrUserText6		
NA	NA	SrUserText7		
NA	NA	SrUserText8		
NA	NA	SrUserText9		
<input type="checkbox"/>	<input type="checkbox"/>	StatementOfAwareness		Other Info tab
<input type="checkbox"/>	<input type="checkbox"/>	SubSchool	Enrollment tab	
NA	NA	SummerGradeLevel	Other Info tab	Set to Blank for next year's NYR process
NA	NA	SummerSchool	Other Info tab	Set to Blank for next year's NYR process
NA	NA	SummerWithdrawalReasonCode	Enrollment tab	Set to Blank for next year's NYR process
NA	NA	SummerWithdrawalCode	Enrollment tab	Set to Blank for next year's NYR process
NA	NA	SummerWithdrawalDate	Enrollment tab	Set to Blank for next year's NYR process
<input type="checkbox"/>	<input type="checkbox"/>	TechPrep	Other Info tab	CA districts only
<input type="checkbox"/>	<input type="checkbox"/>	Title1Exit	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	Title1Program	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	Title1Service	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	Track	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	TransportingDistrict	Enrollment tab	
<input type="checkbox"/>	<input type="checkbox"/>	TransportEligible	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	TransportRequestDate	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	TransportStartDate	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	TruancyConferenceHeld		
<input type="checkbox"/>	<input type="checkbox"/>	TuitionPayerCode	Enrollment tab	

Clear or Set		Enrollment Field	Location	Notes/Special Functionality
<input type="checkbox"/>	<input type="checkbox"/>	UserCheck1	Other Info tab	Fields displayed depend on User Code
<input type="checkbox"/>	<input type="checkbox"/>	UserCheck2	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	UserCheck3	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	UserCheck4	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	UserCheck5	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	UserCheck6	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	UserCheck7	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	UserCheck8	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	UserCode1,DD1	Other Info tab	Fields displayed depend on User Code
<input type="checkbox"/>	<input type="checkbox"/>	UserCode2,DD2	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	UserCode3,DD3	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	UserCode4,DD4	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	UserCode5,DD5	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	UserCode6,DD6	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	UserCode7,DD7	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	UserCode8,DD8	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	UserCode9,DD9	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	UserDate1	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	UserDate2	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	UserDate3	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	UserDate4	Other Info tab	

Clear or Set		Enrollment Field	Location	Notes/Special Functionality
<input type="checkbox"/>	<input type="checkbox"/>	UserNum1,DD1	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	UserNum2,DD2	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	UserNum3,DD3	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	UserNum4,DD4	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	UserNum5,DD5	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	UserNum6,DD6	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	UserNum7,DD7	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	UserNum8,DD8	Other Info tab	
<input type="checkbox"/>	<input type="checkbox"/>	Vocational	Other Info tab	
NA	NA	YearEndStatus	Other Info tab	Set to Blank for next year's NYR process