

Transferring Student to another Building

1. PowerSchool Home
2. Transfer Info (Under Enrollment)
3. Click Entry Date

Edit Current Enrollment

Test, New 9 11372 GCHS

Entry Date	<input type="text" value="7/26/2006"/>
Entry Code	<input type="text" value="1 (Enrolled)"/>
Entry Comment (entry & exit)	
Exit Date	<input type="text" value="8/1/2006"/> Day after last day of attendance
Exit Code	<input type="text" value="1 (Transferred)"/> Use Transferred.
Exit Comment	
Full-Time Equivalency	<input type="text" value="HS FTE"/>
Grade Level	<input type="text" value="9"/>
Track	<input type="text"/>
District of Residence	<input type="text" value="Glenwood Community School District (2511)"/>

Iowa State Report Information

Record Type: Enrollment Records

E0100 - Enrollment Event Type*	(E) Entry
D0180 - Enrollment Code	(1)
D0190 - Exit Code	(Blank for Entry Event)
E0110 - Date of Entry*	<input type="text" value="7/26/2006"/>
E0120 - Transfer Type*	<input type="text"/>

E0100 - Enrollment Event Type*	(W) Withdrawal
D0180 - Enrollment Code	(Blank for Withdrawal Event)
D0190 - Exit Code	()
E0110 - Date of Withdrawal*	<input type="text" value="7/1/2007"/>
E0120 - Transfer Type*	<input type="text" value="(Y) In-district transfer"/> Add this for Iowa Codes

Note: This screen may not be used to transfer a student in or out of school. Click on Functions to find links to those operations.

4. PowerSchool Home
5. Functions
6. Transfer Out of School

School: Glenwood Community High School
Term: 06-07 Quarter 1

Logout ?

Start Page > Student Selection > Functions > Transfer Student Out Dashner, Nancy

Transfer Student Out

Test, New 9 11372 GCHS

Who will be transferred out: Test, New

Transfer comment: Transferred to BBLC

Date of transfer (should be the day after the student's last day in class): 8/2/2006

Exit code: 1 (Transferred)

Check here if student(s) intend to enroll in school during next school year.*

Submit

Annotations:
 - "Add Comment" points to the Transfer comment field.
 - "Day after the last day attended." points to the Date of transfer field.
 - "Use Transferred." points to the Exit code field.

* If the box is NOT checked, be advised that all scheduling related data for next year will be cleared. The values cleared will be next school, schedule this student indicator, and all future course requests.

7. Student is now inactive. (Use / to get student)
8. PowerSchool Home
9. Functions
10. Transfer to another School

School: Glenwood Community High School
Term: 06-07 Quarter 1

Logout ?

Start Page > Student Selection > Functions > Transfer to Another School Dashner, Nancy

Transfer to Another School

Test, New 9 11372 GCHS Transferred Out

Who will be transferred: Test, New

To which school?: Building Bridges Alternative High School

Note: The student must have already been transferred out of this school (be inactive) to use this function.

Submit

Annotation:
 - "Use new school name" points to the To which school? field.

11. Call the new school and let them know they have a transfer:
 - a. Sunshine for Home School and BBLC
 - b. Debbie for Open Enrollment - Out