

Students still showing up as “Pre Enrolled”

This is a know issue in PowerSchool 6.0. Students who are enrolled prior to their actual “butt in seat day” will continue to show up as “pre-Enrolled” even after their enrollment date.

Here are the steps you need to take to correct these students until the problem is resolved by Pearson.

1. Run the following search

/enroll_status=-1

2. Click on the drop down and select
3. Select Students by Hand
4. Select the students you wish to change
5. Check the Keep Selected Students button and
6. Click on the Functions BUTTON
7. From the Group Functions menu select Student Field Value
8. Complete the following:

1 students are selected

Option	Value
Field To Change (Fields)	<input type="text" value="enroll_status"/>
New Field Value	<input type="text" value="0"/> <input type="checkbox"/> Clear Field Value Insert * to use the current field value with the new field value.
Options	<input type="checkbox"/> Do not overwrite existing data.

WARNING: This change is irreversible.

9. Click Submit