

# Enrollment Status Definitions

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As of July 12, 2021, this "Learn Veracross" site has been deprecated. It will remain live at least through October 1, 2021, but will no longer be updated. All knowledge content has moved to the new [Veracross Community](#). Please update your bookmarks.

[Here is the new version of this article in the Veracross Community.](#)

## Overview

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This article describes how the enrollment status field is calculated. It is often based on the student's "grade applying for" and "year applying for," so it is important for these fields to be correct for each student. There are four categories of enrollment statuses.

## Enrollment Status Categories

- Enrollment – applies to prospects, applicants and future students.
- Re-enrollment – applies to current students.
- Withdrawn – applies to current students who are leaving the school.
- Other – usually indicating a data integrity issue and primarily applies to future students or current students.

## Enrollment Statuses

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*The following enrollment conditions must be met for any of the enrollment statuses to be set.*

- Today is before the "re-enrollment reference date."
- The student's role is prospect, applicant or future student or a current student has submitted an application for next year (rare).
- They have an application for the current year or next year with an Application Status of "accepted" or "accepted w/ condition."
- The applicant has enrollment checklist items for the current year or next year.

## Accepted: Enr. Not Started

The above enrollment conditions are met but none of the other enrollment statuses apply.

## Accepted: Enr. In Process

More than one but not all required enrollment checklist items are marked as complete.

## Newly Enrolled

All of the enrollment checklist items that are marked as required are also complete.

## Declined Offer/Not Enrolling

The enrollment checklist item “Not Enrolling” is marked complete.

## Application Withdrawn/Denied

A current student is applying for a grade-level that doesn't permit re-enrollment and has submitted an application, but they have withdrawn their application, or were denied admission.

## Re-Enrollment Statuses

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*The following re-enrollment conditions must be met for any of the re-enrollment statuses to be set.*

If today is BEFORE the re-enrollment reference date:

- The student's “year applying for” is the current school year.
- The student has an enrollment history record for last year.
- The grade the student is applying for allows re-enrollment.
- The student has re-enrollment checklist items for the current school year.

If today is AFTER the re-enrollment reference date:

- The student's “year applying for” is next year.
- The student has an enrollment history record for this year.
- The grade they are applying for allows re-enrollment.
- The student has re-enrollment checklist items for next year.

## Pending Re-Enrollment

All of the above conditions are met and none of the other re-enrollment statuses apply (i.e. they have not completed any part of re-enrollment.)

## Re-Enrolled

The student has completed all required items on their re-enrollment checklist.

## Likely to Re-Enroll

The student has the “Likely to re-enroll” checklist item checked off or any other checklist item that is part of the re-enrollment process (required or not required). Completed checklist items must be completed on or after the Re-Enrollment Reference Date system parameter.

## Not Likely to Re-Enroll

The student has the “Not likely to re-enroll” checklist item checked off. **Note:** Even if the student completes all required checklist items, their enrollment status will remain “Not Likely to Re-Enroll” as long as this checklist item remains checked.

## Not Re-Enrolling

The student has the “NOT re-enrolling” checklist item checked off.

## Re-Enrollment on Hold

The student has the “Re-Enrollment on Hold” checklist item checked off.

## Leave of Absence

Indicates a student is currently on a leave of absence for a particular reason (medical, studying abroad, etc.). This is triggered by adding one of the “Student Leave of Absence” classifications for the current school year. One should also add the ‘start school year’, ‘end school year’, ‘start date’ and ‘end date’ to the classification. When the End Date on the classification passes, the student enrollment status will change back to the applicable re-enrollment status (re-enrolled, etc.). Additionally, the student cannot have any outstanding required enrollment checklist items in order to get the enrollment status of ‘leave of absence’. While a student is on a leave of absence, they will retain the Student role. These changes do not take place immediately, rather, they are updated in the Overnight Scripts.

Note: A student is placed on Leave of Absence via a classification on their person record, a process which includes setting a begin and end date. Attendance records will be generated w/ Leave of Absence as the status during the nightly scripts. As long as the date on the LOA classification is set properly, the system will treat the student as an on-site student once the LOA timeframe has passed.

## Returning from Absence

This enrollment status is used when a student was enrolled in a prior year, is applying for the upcoming year, but was not enrolled in the current or most recent school year. If a student has a Year Applying For of next year and no enrollment history record for the current year, they will have this status. This change will not take place automatically, rather, it is updated in the Overnight Scripts.

## Withdrawn Statuses

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If a date withdrawn is entered on the student's record, it will override any of the Enrollment, Re-enrollment or Other statuses.

### Withdrawn

The student has a date withdrawn that is on or before today.

### Withdrawing

The student has a date withdrawn that is after today.

## Other Statuses

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### No Application Submitted

The student is applying for a grade-level that does not permit re-enrollment (and therefore requires an Application to be submitted), and has not submitted an Application.

### Pending Admissions Decision

The student is applying for a grade-level that does not permit re-enrollment, has submitted the required Application, but the Application does not have a final admissions decision.

### Application Withdrawn/Denied

The student has applied and either withdrew their application or was denied admission.

### New Enrollment

A new student was added for this year (i.e. they applied for this year and were accepted), but they do not have an application record for this year.

### N/A

If a student does not meet the above criteria, they will receive an N/A status. The N/A status is correct for seniors after you start re-enrollment for the next year. In most other cases, there is most likely a data issue to fix. Contact your Account Manager if you need help fixing the enrollment status.

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