

## Infinite Campus and student assignment to the 2009/2010 school year

### What is the process?

Student assignment to next year is a two-step process.

#### Step 1: Calendar Roll Forward

This process will create a school calendar for next year and allow next year's calendar to be setup. The setup for next year will include:

- Grade levels being taught

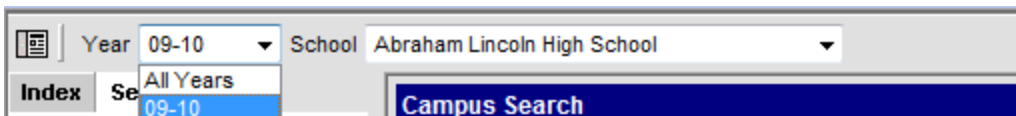
#### Step 2: Enrollment Roll Forward

This process will assign students from the current year to next year. Student assignment for next year could be impacted by:

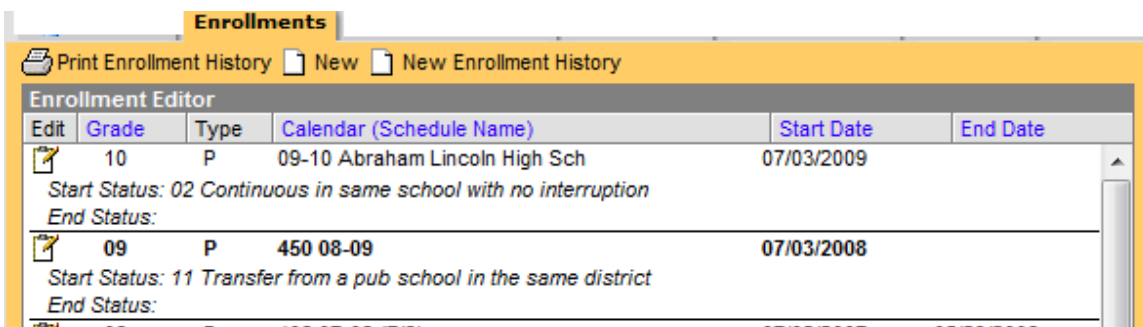
- School of Choice
- Movement from elementary to middle and middle to high schools
- Services such as center program placements for students with special needs
- Families moving to a different area of the city

### What will I see in Infinite Campus?

The 2009/2010 school year information seen in Infinite Campus will depend on your role and rights. With the Calendar Roll Forward, there may be an additional Calendar listed in the Calendar drop down.



With the Enrollment Roll Forward in the current year of 08-09, if your role includes rights to view enrollment, the student assignment for next year will be listed. Note the current year enrollment will be in bold and the school year and name under the Calendar will be in a different format to indicate this is an enrollment for next year.



Enrollments					
Enrollment Editor					
Edit	Grade	Type	Calendar (Schedule Name)	Start Date	End Date
	10	P	09-10 Abraham Lincoln High Sch	07/03/2009	
<i>Start Status: 02 Continuous in same school with no interruption</i>					
<i>End Status:</i>					
	09	P	450 08-09	07/03/2008	
<i>Start Status: 11 Transfer from a pub school in the same district</i>					
<i>End Status:</i>					

### What is the schedule for 2009/2010 student assignment in Infinite Campus?

Student assignments will be adjusted through the remainder of the 2008/2009 school year. The schedule reflects the estimated timeline. Infinite Campus will be available without interruption during the roll process.




Date	Description	
Week of December 14th	Calendar Roll Forward	All Calendars
Week of January 12th	Enrollment Roll Forward <ul style="list-style-type: none"> <li>High School Scheduling</li> <li>Middle School Scheduling</li> <li>Elementary School scheduling</li> </ul>	All Grades
Week of Jan 19th – Feb 13 <sup>th</sup>	Enrollment Roll Forward <ul style="list-style-type: none"> <li>New students, pre-enrollment &amp; address modifications</li> </ul>	All Grades
Week of Feb 16 <sup>th</sup> – Feb 27 <sup>th</sup>	Enrollment Roll Forward <ul style="list-style-type: none"> <li>First Round Choice Approvals</li> <li>New students, pre-enrollment &amp; address modifications</li> </ul>	All Grades
Week of Mar 2 <sup>nd</sup> – Mar 13 <sup>th</sup>	Enrollment Roll Forward <ul style="list-style-type: none"> <li>Second Round Choice Approvals</li> <li>Updated First Round Choice Approvals</li> <li>New students, pre-enrollment &amp; address modifications</li> </ul>	All Grades
Week of Mar 16 <sup>h</sup> – Mar 27 <sup>th</sup>	Enrollment Roll Forward <ul style="list-style-type: none"> <li>SE Center Program Placements</li> <li>Updated First Round and Second Round Choice Approvals</li> <li>New students, pre-enrollment &amp; address modifications</li> </ul>	All
Week of Mar 30 <sup>th</sup> – Apr 3 <sup>rd</sup>	Enrollment Roll Forward <ul style="list-style-type: none"> <li>Magnet and Other Program Approvals</li> <li>Updated SE Center Program Placements</li> <li>Updated First Round and Second Round Choice Approvals</li> <li>New students, pre-enrollment &amp; address modifications</li> </ul>	All Grades
Week of Apr 6 <sup>th</sup> – Apr 28 <sup>th</sup>	Enrollment Roll Forward (same as Mar 30 <sup>th</sup> )	All Grades
Week of May 4 <sup>th</sup>	Enrollment Roll Forward (same as Apr 6 <sup>th</sup> ), including <ul style="list-style-type: none"> <li>Student retentions</li> </ul>	All Grades
Week of May 11 <sup>th</sup> – June 30 <sup>th</sup>	Enrollment Roll Forward (same as May 4 <sup>th</sup> )	All Grades

### What is the process if I believe a student assignment is incorrect in Infinite Campus?



If there is a question in regards to a student assignment for next year:

1. Check the schedule of enrollment roll forward processes (above) to verify if the student has the most recent update.
2. Choice data can be viewed in the SOC District tab. If you still have Choice related questions, call the School of Choice office at 720-423-3499.
3. Call the DoTS Hotline, 720-423-3888, for all other questions.

**Enrollments**

 Print Enrollment History  New  New Enrollment History

**Enrollment Editor**

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