



Good Morning, Aeries!

Aeries Online Enrollment Next School Year – Kindergarten Roundup



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Good Morning, Aeries!

- Session will last 30 – 45 minutes
- Show and Tell
- Casual
- Time for Q & A
- PPT & Recording Posted



NEED TO KNOW

- How to enable enrollment for the next school year
- Where to you make changes in dates and/or text
- Review/Update of documents
- Enrolling New Students for Next Year (Pre-enrolled)



NICE TO KNOW

- Authorization questions review, if applicable
- Supplemental questions review, if applicable
- Collecting documents from online enrollment uploads
- Managing imports in Aeries



Admin Set Up Basic Settings



Current Enrollment Year: 2022 - 2023

Pre-Enrollment: Enabled

Enrollment Age Limits: 4, 22

Enforce TK Birth Dates:

Currency: Eagle USD

Localization: None

- **Current Enrollment Year**– The **CURRENT** school year
- **Pre-Enrollment – Enable** - Allows parents to be able to pre-enroll for the next school year
- **Enforce TK Birth Dates**- In addition to the set **Enrollment Age Limits**, when enabled, users will be prevented from enrolling students in Transitional Kindergarten if their birth date does not fall within CDE's eligibility guidelines. Check box, if applicable

2024–25, students are eligible for TK if they turn 5 between September 2 and June 2.

2025–26, LEAs are required to make TK available for all children who will have their fourth birthday by September 1 of the school year

[TK Student 2023-24 and 2024-25](#)



Importing Students into Current Year from Online Enrollment for Next School Year (Pre-Enrolled)

- Click the Import button at the bottom of Demographics
- Click on “Import” in Pending Import status
- Select student and click on the “Import” button
 - If student is found, open and review highlighted data and all detail tabs. Confirm the status of “Pre-enrolled for next year” then Click Import Student Data
 - If student is not found, click “Continue Importing” and review all detail tabs. Confirm the status of “Pre-enrolled for next year” then Click Import Student Data

Import Student Data

Enr ID	Legal Last Name	Legal First Name	Legal Middle Name	Legal Suffix	Gender	Grade	Birthdate	Preferred School	Enroll Date	Enroll Year
20	Doe	John	M	Jr.	M	9	01/01/1996	0	8/1/2023	2024

Import Student Data with a status of **Pre-Enrolled for next year** Account Email: Loving Parent - demo@aeries.com



IMPORTED STUDENT WITH “PRE-ENROLLED” STATUS IN DEMOGRAPHICS

A red message that Import was successful, click ‘View Student’ to view completed Demographics page

2023-2024 ▾ Screaming Eagle High School ▾ 👤 🔔 📅 🗒️ admin ▾

Demographics 🚩 🖨️ ▾ ⭐

← Kyle Abo ▾ → General Contact Add'l Info Flags 0 Programs 0 User Codes ^

		Student ID	99400010	Grade	8	Counselor	Unassigned
		State Student ID	9940000010	Age	12	Language Fluency	English Only
		Status Tag	Pre-Enrolled for next year (*)	Gender	Male	CorrLng / RptgLng	English / English
		Student Number	10	Birthdate	7/29/2011	Interdistrict Status	

NOTE:

Depending on how your District has configured a student with a Pre-enrolled status, the student will show up with a color outline to indicate “Pre-enrolled Status” (In this case purple)



WHERE TO GO

[Online Enrollment Set Up](#)

[Online Enrollment Importing Students](#)

[CDE TK/Kindergarten Enrollment Eligibility](#)





THANK YOU!

If you need full Aeries training, send email to
training@aeries.com





Feedback:



<https://survey.alchemer.com/s3/7443595/Aeries-Training-Survey>