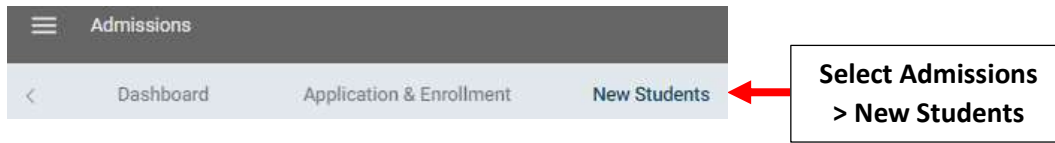


# Merge an Inquiry with an Application in FACTS SIS

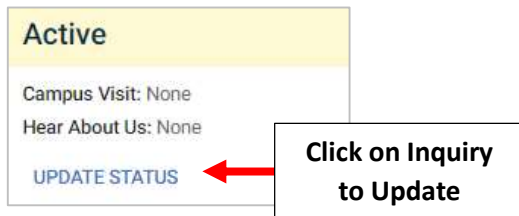
Once logged into FACTS please select **Admissions > New Students**



Click on **Inquiry** to Update



Select **Update Status**



Select **Applicant**



Select **Student** from "Applicant" Dropdown. Select **Update Status** to **Save** your Changes

