Entering HS Placement Information in FACTS SIS

From the Main Menu please select Students



Select Student and then Select User Defined Field from Right Side menu



User Defined	
User Defined Groups	
Additional Student IDs	
Additional Student Information	Select Additional Student Information
NCEA Data Bank Summary	

Select Field and Enter Information

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User Defined Groups Select a User Defined Group Additional Student Information	5
Additional Student Information	
HS Planned	Enter Information
6/1024	
Immigrant	

Scholarship Amount is the Total Scholarship Amount Awarded, from All Sources/Schools (even if not attending the school), for All 4 Years

Select Save to Save your Changes

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