



**MyEducation BC Pre-EOYR Checklist Strong Start 2021**

School:	Date:
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**1. Introduction**

Reference Document: MyEdBC – End of Year Reference Guide v5.3 pdf

**2. Student Movement (page 4 to 9)**

School View, Student Top Tab, SD73 PreTransition Field Set  
Options>Mass Update or Options>Modify List

- Pre-transition next year kindergarten students
  - o NextSkI>Name = Next School Name
  
- Withdraw remaining students
  - o NextSkI>Name = Blank
  - o Pre-transition Withdrawal Code = use appropriate withdraw reason.
  - o Withdraw = Y
  
- Add end dates to Student Secondary/Former School Associations (page 12)

**3. DQA**

- No student has a value of Graduate=Y
- No student has a value in the DIPSCCP column
- No student has a retain=Y AND withdraw=Y

Verification of Pre EOYR Completion and Setup confirmed ready for 2021/2022. Please note that some outstanding errors can stop the EOYR process for the entire province. Thank you for your attention to the details. Once you have completed all of the steps and checked all of the boxes on this sheet, submit a signed copy to Jake Schmidt by June 20<sup>th</sup>.

Administrator Name: \_\_\_\_\_

Administrator Signature: \_\_\_\_\_