



Cleaning Up Active No Primary

Ministry Standard: Students should have an enrollment status of Active No Primary for no longer than 1 year.

- 1. Student Top Tab
- 2. Filter: SD73 Active No Primary

For Each Student on this list, inspect:

A. Schedule Side Tab. Look for courses in progress at the cross enrolled school

Sa-Hali Secondary 2018-2019

Pages School Student Staff Attendance Conduct Grades Assessment Schedule Global Tools Admin

Student List :: 12

Options Reports Help Search on Schedule

Matrix view >>

0 of 1 selected

Course	Description	GrdLvl	Term	Classrm	Teacher	Term	Schedule	Unrotated Schedule	Description	Name
MEN-12-01	ENGLISH 12	12	FY			FY	1(1)	1(1)	ENGLISH 12	South Central Interior DE

Schedule Details

B. Transcript Side Tab. Look for final marks for the courses "in progress" at the cross enrolled school. Filter: All Records, Dictionary: All

Sa-Hali Secondary 2018-2019

Pages School Student Staff Attendance Conduct Grades Assessment Schedule Global Tools Admin

Student List :: 12

Options Reports Help Search on Year

1:2019 | MEN-12

1 of 96 selected

Year	Grade	School > Name	SchoolCourse > CrsNo	MasterSchedule > Course	MasterSchedule > SecNo	CourseDesc	Final	Prov Exam	Blended	Credit	MasterSched
2019	12	South Central Interior DE	MEN-12	MEN-12-01	01	ENGLISH 12				0.0	

Transcript Details

Credit Summary

Grade Point Summary

Programs of Study

Graduation Summary



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C. Membership Side Tab, Schools sub-Side Tab. Look for the end date to be filled in.

Sa-Hall Secondary 2018-2019 School view Select school

Pages School Student Staff Attendance Conduct Grades Assessment Schedule Global Tools Admin

Student List :: 12 🔔

Details Options Reports Help Search on Year 🔍 ⌵ 📄 📅 📊 🖨️

Contacts 1 of 8 selected

<input type="checkbox"/> School > Name	Year	Type	Start	End
<input type="checkbox"/> @KOOL	2015	Secondary	08/04/2015	1/0/2015
<input type="checkbox"/> @KOOL	2016	Secondary	01/08/2015	8/0/2016
<input type="checkbox"/> @KOOL	2017	Secondary	09/08/2016	4/0/2017
<input type="checkbox"/> Sa-Hall Secondary	2018	Former	09/08/2017	9/0/2018
<input type="checkbox"/> Sa-Hall Secondary	2018	Former	29/01/2018	10/0/2018
<input type="checkbox"/> Sa-Hall Secondary	2018	Former	13/02/2018	3/0/2018
<input type="checkbox"/> South Central Interior DE	2018	Secondary	13/02/2018	11/3/2018
<input checked="" type="checkbox"/> South Central Interior DE	2019	Secondary	11/08/2018	

Membership Enrollment Schools Details Programs Groups Cases School Choices Waiting Lists

If the student has no courses in progress (A), and final marks have been entered in for cross enrolled courses (B) AND the cross enrollments have end dates (C).

1. Submit TRAX for the school
2. Ensure the data that is in MyEducation BC is present on the student Transcript on the Ministry Website
3. Print the Student's PSR
4. Withdraw the student

If (A), (B), OR (C) have not been completed do nothing with the student record at this time. Check these students again.