samegoal

Students

Students may only be managed by users with an administrative account.

If your district integrates SameGoal with your student information system, much of the process of managing students (e.g. adding, updating) is handled automatically via a nightly student/parent demographics integration. Manual student additions and updates are fairly infrequent, and for corner case situations (e.g. adding preschool students if they are not entered in your student information system).

However, if your district does not integrate SameGoal with your student information system, all student management must be performed in the web interface.

Search students

Steps *To search for students:*

- Visit **Students / create new** in the left menu.
- Search by **Last Name**, **First Name** and/or **Student Id**.
- To include only students participating in a given program, select the program from the **Program** dropdown.
- To include students with an inactive district enrollment status, check **Include inactive**.
- To include only deleted students, check **Deleted**.
- Click the **Search** button.

Update district enrollment status

Updating a student's enrollment status manually is only necessary when the student will not be updated automatically by a SIS demographics integration.

Tip Only users with admin privileges have necessary access to students' **Basics** tab.

Steps *To update a student's enrollment status manually:*

1. Visit **Students/create new** in the left menu. Search for the student.
2. Click on the student's **Basics** tab.
3. Select the appropriate enrollment status from the dropdown menu. Click Save.

SIS support

Support for district enrollment status varies by student information system (SIS). Below are common SISs and their support.

	Pre-Enrolled	Enrolled	Withdrew	Transferred	Dropped Out	Graduated	Historic/Other	Historic/Idle
eSchoolPlus	✓	✓					✓	✓
Infinite Campus	✓	✓					✓	✓
PowerSchool	✓	✓		✓		✓	✓	✓
ProgressBook	✓	✓	✓	✓	✓	✓	✓	✓