


The Student Record

The Student record lives within the **Family record** and offers a centralized location to house and reference all information related to a specific student. Each student record has its own **tabs**, **buttons**, links, and **user-defined fields**.

You can access a Student record from the following locations in Jackrabbit:

- ★ *Students* (menu) > *All Students* and select a student's name to open the record.
- ★ *Students* (menu) > *All Students* > row menu  > *View/Edit* to open the record.
- ★ *Families* (menu) > *All Families* > click the student's family name > click the student's name listed in the *Family* record under the *Students* section to open the record.

Refer to **Work with All Students - View, Search, and Take Action** for more information on the *All Students* grid.

Student: Barbie Ager

SAVE CHANGES

DELETE

Buttons allow Users to perform specific actions for a student.

Tabs provide Users with specific information about the student and their family. The Summary tab is selected here.

Enroll

Email Schedules

Info Sheet

Absence/Attendance

Submit Absences

Mass Drop Classes

Statement

Family: [Ager](#): First Name Middle Initial Last Name

Summary

Classes

Events

Medical

Feedback

Skills/Levels

Sizes

Absences

Misc

Notes (0)

Resources (0)

Current Enrollment

View 1 - 2 of 2

Print

Refresh

Class	Session	Cat1	Type	Class Description	Days	Room	Time	Duration	Instructor	UserID		Future Drop
Tumbling L1 - Mon 6pm	Spring 2022	Gymnastics	Enrolled	Beginner Tumbling	M	Floor A	6:00pm - 6:30pm	:30	Coach Stephanie	Portal	Transfer	Drop
Ballet L1 - Tues 6pm	Spring 2022	Dance	Enrolled	Introductory Ballet	Tu	Studio B	6:00pm - 6:30pm	:30	Ms. Dianne	Portal	Transfer	Drop
Total:								1:00				

Status

Birth Date Age 10 yrs, 5 mths

Gender

Grade Level

Email ☒ Mass Email Opt-Out

Cell Phone

Transportation

School

Start Date Date Quit

Student/Barcode ID

Student Fixed Fee Amount Exp Date Note

Fixed Fee Category1

Click links to perform actions or to open new information and screens.

Expand the sections below to see the *Student* record tab and button descriptions.

- Student Tab Descriptions
- Student Button Descriptions
- Frequently Asked Questions

Expand/Collapse All



A picture of the student can be added in the Misc tab.