

# The Student Record

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The Student record is located within the **Family record**, providing a central location for storing and accessing all student information. Each Student record includes tabs to organize information, action buttons for specific tasks, links to related records or actions, and **User-defined fields** for customization.

The quickest way to access a student's record is by using the **Global Search** field above the main menu. Enter a name, email address, or phone number to locate the Family record, where you'll find links to each student in the family. You can also easily navigate to a student's record from the **All Students** or **All Families** pages.

### Student: Danielle Ager

← RETURN **SAVE CHANGES** **DELETE**

Enroll | Email Schedules | Info Sheet | Absence/Attendance | Submit Absences | Mass Drop Classes | Statement

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

Summary | **Classes** | Events | Appointments | Medical | Feedback | Skills/Levels | Sizes | Absences | Misc | Notes (0) | Resources (0)

#### Current Enrollment

View 1 - 2 of 2

Class	Session	Cat1	Type	Class Description	Days	Room	Time	Duratio	Instructor	UserID	Future Drop	
<a href="#">Ballet Jr Comp - T - 7pm</a>	Fall 2024	Ballet	Enrolled	Competitive Team	Tu	Astaire	7:00pm - 8:30pm	1:30	<a href="#">Ms. Dianne</a>	Jazzhandssandi	<a href="#">Transfer</a>	<a href="#">Drop</a>
<a href="#">HipHop Jr Comp - W - 7pm</a>	Fall 2024	Hip Hop	Enrolled	Competitive Team	W	Astaire	7:00pm - 8:30pm	1:30	<a href="#">John Linton</a>	Jazzhandssandi	<a href="#">Transfer</a>	<a href="#">Drop</a>
Total:								3:00				

Status

Birth Date   Age **16 yrs**

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

**Buttons are used to perform actions related to the student.**

**The student's information is organized on various tabs. The Summary tab is selected here.**

**The Student record includes several links for navigating to related records or performing specific actions for the student.**

**Expand/Collapse All**

## Student Tab Descriptions

▢ [Student Button Descriptions](#)

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▢ [Frequently Asked Questions](#)

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