

Understand Enrollment Types

In the *Student record > Classes tab* you will see the enrollment type for the class. The drop-down list can be edited on the Drop-down List Editor page (*Gear icon > Settings > General > Drop-down Lists > Student > Enroll Type*). Some Enrollment Types (reserved) are the ones that Jackrabbit has created and cannot be deleted. You can create additional ones that match the needs of your business.

Enrollment Type	Description
Enrolled	If the student is currently enrolled in an <i>Active</i> class, their <i>Enroll Type = Enrolled</i> and Class(es) appear in the <i>Current Enrollment</i> section of the student's <i>Classes</i> tab.
Drop	The student did not complete the class. The student was dropped before the class was completed using the <i>Drop</i> link. This is considered a 'true drop' and will appear on the <i>Drop History Report</i> . If a student is dropped from a class, the class appears in the <i>Past Enrollment</i> section of the student <i>Classes</i> tab. Note: <i>It's important to archive classes (rather than drop students from class after it ends) so that reports will only display 'true' drops. See Archive Classes.</i>
Transfer	A student is considered transferred when they have been moved from one class to another. This creates a <i>Past Enrollment</i> record, but this is not considered a drop. It is treated as a <i>Transfer</i> and does not negatively reflect on the school/class/teacher and is excluded from the drop reports.
Trial	The ability to enroll in a class as a trial is a per-class option. When a student enrolls into a class on a trial basis, their <i>Enroll Type = Trial</i> . See Trial Enrollment .
Trial-Enrolled	If a trial student enrolls in a class, it is good practice to change the student <i>Enroll Type</i> to <i>Trial-Enrolled</i> . See Trial Enrollment .
Waitlist	<p>The student has been placed on the class waitlist. Technically, they are not enrolled in the class and a staff member must enroll them. Refer to Enroll a Student from a Waitlist for more details.</p> <p>The class will be listed in the Student record in the Waitlist section.</p>

[Sample Student Record > Classes Tab](#)

Student: Barbie Ager

[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 | Medical | Feedback | Skills/Levels | Sizes | Absences | Misc | Notes | Resources (0)

Current Enrollment

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Class	Session	Type	Days	Room	Time	Durat	Instructors	Fee	Enroll Date	Enrolled By	Future Drop	Drop
Cheer Ready - Fri 6pm	Winter 2023	Enrolled	F	Floor B	6:00pm - 6:45pm	:45	Stephanie A., William W.	75.00	12/1/2022	helpcenter	Transfer	Drop
Tumbling L1 - Mon 6pm	Winter 2023	Enrolled	M	Floor A	6:00pm - 6:30pm	:30	Livy W.	70.00	12/1/2022	helpcenter	Transfer	Drop
Ballet L4 - Tues 6pm	Winter 2023	Trial	Tu	Studio B	6:00pm - 6:30pm	:30	Dianne H., William W.	70.00	12/1/2022	helpcenter	Transfer	Drop

Waitlist

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Class	Session	Entered On	Days	Times	Open	Current Size	Max Size	Wait	Future Drop	Future Enroll	Instructor	Notes
Hip Hop L2 - Thurs 7pm	Winter 2023	1/17/2023 3:09:05 PM	Th	7:00pm - 8:00pm	1	5	6	1			Dianne H.	Waitlisted - StudentEn

Past Enrollment

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Class	Session	Instructors	Enroll Date	Enrolled By	Type	Drop Date	Reason	Dropped By	Comp?	Notes
Ballet L4 - Tues 6pm	Summer 2022	Dianne H., William W.	6/1/2022	helpcenter	Enrolled	11/16/2022	Copy Session-Drop	helpcenter	yes	
Tumbling L4 - Mon 6pm	Summer 2022	Livy W.	6/1/2022	helpcenter	Enrolled	11/16/2022	Copy Session-Drop	helpcenter	yes	

Enrollment Type is column.

Did the student complete the class?

In the *Past Enrollment* section (*Student Classes* tab), the **Comp?** column indicates whether the student completed the class (**Yes**) or did not complete the class (**No**).