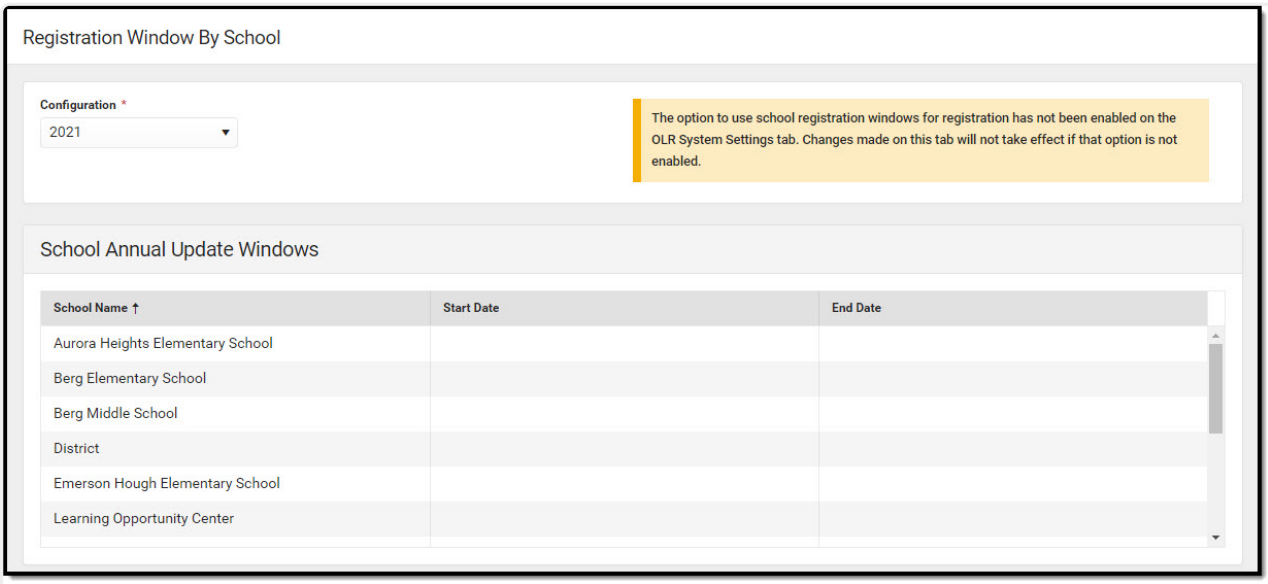
Registration Window by School (Prime)

Last Modified on 08/21/2026 10:24 am CDT

This documentation applies to the Online Registration Prime version.

Tool Search: Registration Window by School

The Registration Window by School allows administrators to set registration windows for individual schools.



Registration Window by School

See the Registration Window by School Tool Rights article for information on available tool rights.

Registration Window by School only works when the global OLR Configuration Window is active (OLR Setup). If a school does not have a window in the Registration Window by School, then they will use the OLR Configuration Window set in OLR Setup. If any schools should not be active, they should have start and end dates in the past.

OLR is a family-based registration system.

When a family has a student in an active school and an inactive school, the application populates all students in the family even when one of the student's schools is not active.

Update Registration Windows

1. Select a school from the **School Annual Update Windows**.
2. Enter a **Start Date** for the registration window for that school.
3. Enter a **End Date** for the registration window for that school.
4. Click **Save** when finished.