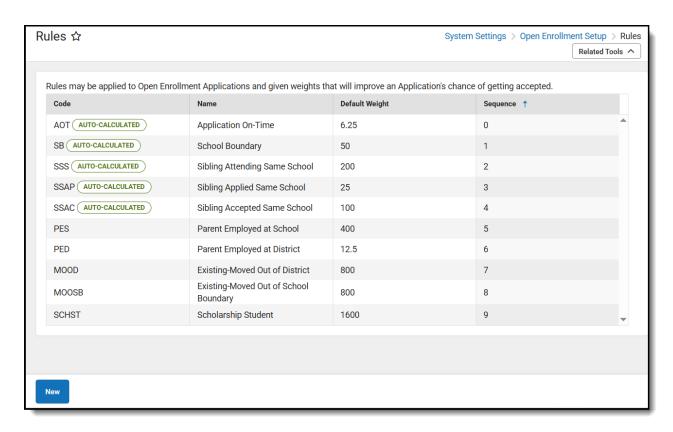# Rules (Open Enrollment Setup)

Last Modified on 06/11/2025 2:08 pm CDT

The Rules setup allows districts to apply weights that will improve an Application's chance of getting accepted during Open Enrollment. The Rules are created and assigned to Preferences, then applied to Applications. The Weights are assigned to the Rules and are used in the Lottery calculation. The highest cumulative weights are given precedence. Default weights are assigned in this editor, but can be overridden in the Preferences setup.

Rules ☆

Related Tools ⌃

Rules may be applied to Open Enrollment Applications and given weights that will improve an Application's chance of getting accepted.

Code	Name	Default Weight	Sequence ↑
AOT AUTO-CALCULATED	Application On-Time	6.25	0
SB AUTO-CALCULATED	School Boundary	50	1
SSS AUTO-CALCULATED	Sibling Attending Same School	200	2
SSAP AUTO-CALCULATED	Sibling Applied Same School	25	3
SSAC AUTO-CALCULATED	Sibling Accepted Same School	100	4
PES	Parent Employed at School	400	5
PED	Parent Employed at District	12.5	6
MOOD	Existing-Moved Out of District	800	7
MOOSB	Existing-Moved Out of School Boundary	800	8
SCHST	Scholarship Student	1600	9

New

Adding a New Rule

1. Click **New**.
2. Enter a Code.
3. Enter a Name.
4. Enter a Default Weight.
5. Enter a Sequence.
6. Click **Save**. The Rule will appear in the Rule list in its designated Sequence.

Deleting a Rule

Auto-Calculate Rules cannot be deleted, nor can Rules that have had data attached to them.

1. Select a rule.

2. Click **Delete**. A prompt will appear to ensure the deletion is correct.
3. Click **Delete Rule Entry**.

Field Descriptions

Field	Descriptions
Code	An abbreviation given to the rule. All codes for this editor should be unique.
Name	The name given to the rule. All names for this editor should be unique.
Default Weight	The extent to which the rule will affect the applicant's chances of being accepted during Open Enrollment. Weights may be applied here or overridden once applied to a Preference.
Sequence	Determines the order in which the rules will be listed.