Rules (Open Enrollment Setup)

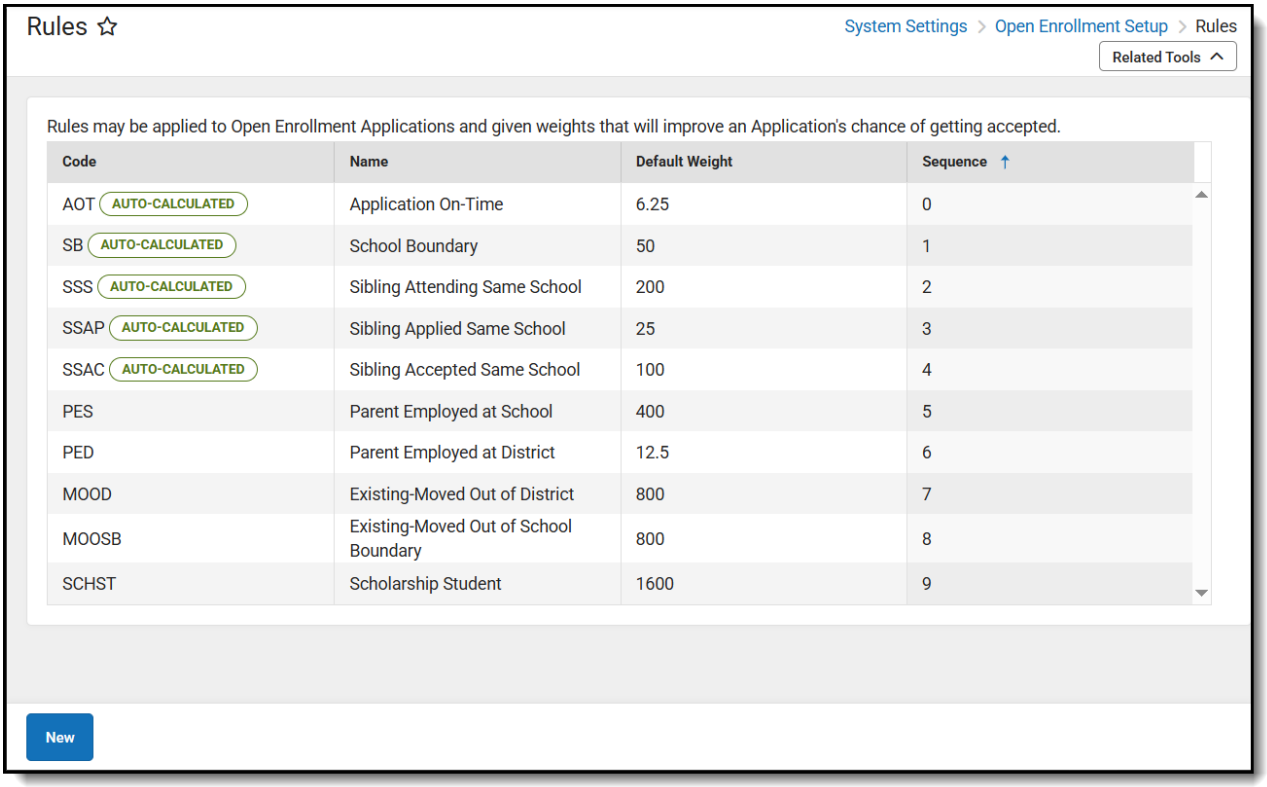
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Tool Search: Rules

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 added 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.

See the Open Enrollment Setup Tools Tool Rights article for information on rights needed to use this and related tools.

Some rules are marked as Auto-Calculated. This means that the weights from those rules will be automatically applied to a student who qualifies without needing intervention from a staff member. All other rules will need to be manually reviewed by a staff member and determined if they apply to the student.



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. This name is visible during the application review process. 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.

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**.