Enrollment Cleanup Wizard - Start here

Last Modified on 11/11/2026 9:06 am CST

The Enrollment Cleanup Wizard is used to delete and update enrollments in the current year or enrollments that were created in future school years using the roll forward tool.

Getting started

Prerequisites

- Turn off SIF/Ed-Fi
- Create Ad hoc Filter

How-to guides

Delete Enrollments

- Delete Enrollments in a Future Calendar

Update Enrollments

- Update Enrollments to First Instructional Day
- Update Enrollment Start Dates to Before First Instructional Date
- Update Copies Forward Enrollment Attributes

Tutorials

- Enrollment Cleanup Wizard - Video

Reference

- Enrollment and Enrollment Cleanup Logic
- Conditions for deleting enrollments
- Conditions for updating enrollments

Administrator Setup

- Enrollment Roll Forward/End Batch/Cleanup Wizard Tool Rights