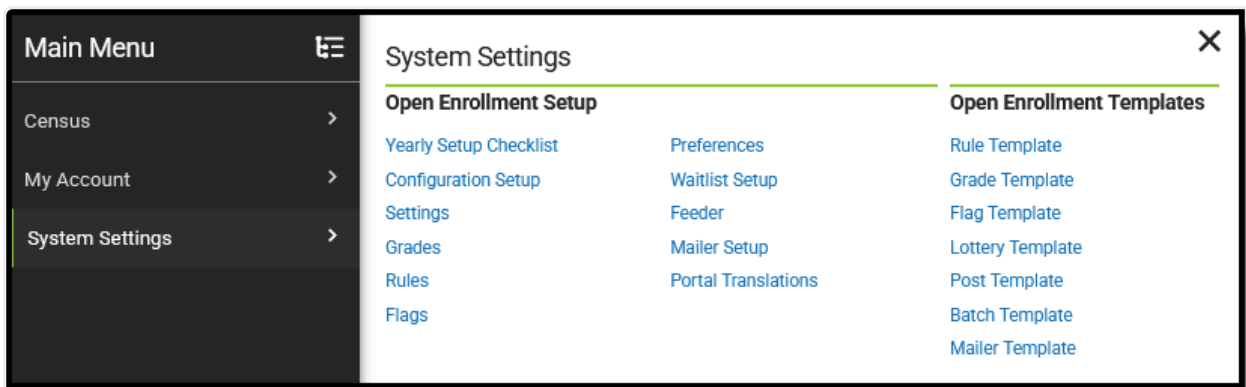


Open Enrollment Administrators User Group

Last Modified on 07/08/2026 3:35 pm CDT

The following are suggested tool rights for Open Enrollment Administrators. Your staff may require more or fewer tool rights, depending on their actual job duties. Start with this list and modify rights to meet your school or district needs.

Note also that assigning administrators the Product Security Role for Student Information System automatically grants them full access to every tool within Campus and overrides any user group assignment and individual tool right assignment.



System Settings access for Open Enrollment Administrators

System Settings

Tool	Read	Write	Add	Delete
Open Enrollment Setup				
Yearly Setup Checklist	X			
Configuration Setup	X	X	X	X
Settings	X	X	X	
Grades	X	X	X	X
Rules	X	X	X	X
Flags	X	X	X	X
Preferences	X	X	X	X
Waitlist Setup	X	X	X	X
Feeder	X	X	X	X

Tool	Read	Write	Add	Delete
Mailer Setup	X	X	X	X
Portal Translations	X	X		
Open Enrollment Templates				
Rule Template	X	X	X	X
Grade Template	X	X	X	X
Flag Template	X	X	X	X
Lottery Template	X	X	X	X
Post Template	X	X	X	X
Batch Template	X	X	X	X
Mailer Template	X	X	X	X

Additional Access Rights

General

For the following tool rights, ALL is the only selection available.

Tool	All
Allow unfiltered search	X
View Gender	X

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