

ADD A STUDENT

All pages allow access to add a student. From any page, follow the steps below.

1. Click on the Add Student Button to open the Add form
2. Enter in:
 - a. First Name
 - b. Last Name
 - c. Student ID
 - d. Email
 - e. Select the classes you wish to enroll the student in
 - f. ID is auto populated so a numbe will automatically be assigned.

