

Workaround for Bug 242488 – Cannot Enroll Student in TK

1. School enrolls student in PK grade level using correct birthdate.

The screenshot shows the MIRROR system interface. At the top, it says "MIRROR" and "Back to Enroll Search". Below that, a table displays enrollment details:

School Name	Student Name	School Year	Entry Code	Entry Date	Entry Grade Level	Student ID
Ellen Ochoa Learning Center	ELIZABETH LOUROS	2021-2022	Pre K/TE	11/04/2021	PK	2469112

Below the table, a green message box states "Student enrolled successfully".

2. After the enrollment is saved, navigate to Enrollment > Enrollment History
3. Select Grade Level Change

The screenshot shows the "View Enrollment History" page. It features a table with the following columns: Year, Location Code, School Name, Grade, Grade Entry Date, Grade Exit Date, Entry Code, School Entry Date, School Exit Date, Leave Code, and Enrolled on Count Day. A "Refresh" button is in the top right corner. The table contains one row of data:

Year	Location Code	School Name	Grade	Grade Entry Date	Grade Exit Date	Entry Code	School Entry Date	School Exit Date	Leave Code	Enrolled on Count Day	
2022	2372	Ellen Ochoa Learning Center	PK	11/04/2021	07/31/2099	E	11/04/2021	07/31/2099			Edit Grade Level Change

The "Grade Level Change" link in the last column is highlighted with a red box.

4. On the Student Grade Level Change screen, select Grade Correction and Grade Level= TK
5. Click Save.

The screenshot shows a dialog box titled "Student Grade Level Change" with the following fields and options:

- Student ID: 2469112
- First Name: ELIZABETH
- Last Name: LOUROS
- Action: Grade Correction Promotion / Demotion
- Current Grade Level: PK
- Grade Level: TK (selected in a dropdown menu)
- Buttons: Save, Cancel

The "Grade Correction" radio button, the "TK" dropdown, and the "Save" button are highlighted with red boxes.

6. Record will update with grade level TK.

The screenshot shows the "View Enrollment History" page after the grade level change. The table now shows the student's grade level as TK:

Year	Location Code	School Name	Grade	Grade Entry Date	Grade Exit Date	Entry Code	School Entry Date	School Exit Date	Leave Code	Enrolled on Count Day	
2022	2372	Ellen Ochoa Learning Center	TK	11/04/2021	07/31/2099	E	11/04/2021	07/31/2099			Edit Grade Level Change