

PMR Warning Validations

10/26/2026 4:37 pm EDT

PMR Warning Validations Overview

WARNING validations identify data that may affect PMR reporting and requires review. Select the applicable validation rule below to determine what information should be reviewed and whether a correction is needed.

Warning validations do not have to be cleared to review the PMR extract reports, but the information should be verified and corrected if not valid.

Navigation: Menu > Reporting > Data Validation > Data Validation Report > M# PMR Validations WARNING

WARN-01

Rule: Students With 10-Day Rule Violations

Summary

This validation identifies students who have reached a Ten-Day Rule violation.

The Ten-Day Rule applies when a student accumulates 10 consecutive days of unlawful absences. The PMR automatically removes the student from funded membership beginning with the first day of the consecutive unlawful absences. The student remains enrolled and continues to be coded with the appropriate absence code.

Review the student's attendance and enrollment information to confirm that the reported violation is accurate.

Severity

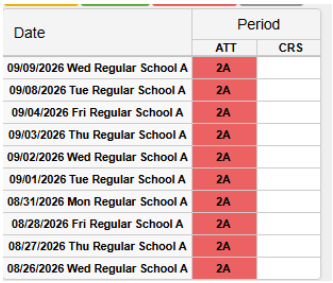
WARNING

What to Review

For each student reported in the validation, review the student's attendance during the reported violation period.

- Search for the student.
- Open *Student Information > General > Attendance*.
- Review the student's consecutive absences.

- Confirm that the attendance codes accurately reflect the reason for each absence.



Date	Period	
	ATT	CRS
09/09/2026 Wed Regular School A	2A	
09/08/2026 Tue Regular School A	2A	
09/04/2026 Fri Regular School A	2A	
09/03/2026 Thu Regular School A	2A	
09/02/2026 Wed Regular School A	2A	
09/01/2026 Tue Regular School A	2A	
08/31/2026 Mon Regular School A	2A	
08/28/2026 Fri Regular School A	2A	
08/27/2026 Thu Regular School A	2A	
08/26/2026 Wed Regular School A	2A	

- Determine whether the student accumulated 10 consecutive days of unlawful absences.
- Review the student's enrollment to confirm that the student remains appropriately enrolled.
- Determine whether the student returned to school or is no longer expected to return.

Refer to the School Attendance and Student Accounting (SASA) Manual (https://www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/student-accounting) for Ten-Day Rule and withdrawal requirements.

Note: A student appearing in WARN-01 does not necessarily require a correction. If the attendance and enrollment information accurately reflect the student's circumstances, the Ten-Day Rule violation may be valid.

Recommended Action

Determine whether the student's attendance and enrollment information accurately reflect the reported Ten-Day Rule violation.

Attendance Information Is Incorrect

If one or more attendance records during the violation period are inaccurate:

- Review the documentation supporting the student's attendance.
- Refer to the SASA Manual (https://www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/student-accounting#SchoolAttendanceandStudentAccountingManualSASA-1394) to determine the appropriate attendance code.
- Open the applicable attendance record.
- Correct the inaccurate attendance information.
- Select **Save**.
- Review the remaining consecutive absences to determine whether the student still meets the Ten-Day Rule criteria.

Important: Do not change attendance information only to remove a Ten-Day Rule violation. Attendance records must accurately reflect the student's actual attendance and reason for absence.

Student Returned to School

If the student returned after reaching a Ten-Day Rule violation:

- Confirm the student's return through the attendance record.
- Verify that attendance is recorded accurately for the date the student returned.
- No additional correction is needed when the attendance and enrollment information are accurate.

The SASA Manual (https://www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/student-accounting#SchoolAttendanceandStudentAccountingManualSASA-1394) explains that when a student returns after 10 or more consecutive unlawful absences, the violation days remain part of the PMR calculation. The resulting membership treatment depends on whether the violation occurs within a single reporting interval or spans multiple reporting intervals.

Student Is Not Returning to School

If it is determined that the student is not returning, review the student's age and circumstances before withdrawing the enrollment.

- For a student **over compulsory attendance age**, follow the applicable withdrawal requirements when it is determined that the student is not returning.
- For a student **of compulsory attendance age**, follow applicable state procedures and compulsory attendance requirements.

Refer to the SASA Manual (https://www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/student-accounting#SchoolAttendanceandStudentAccountingManualSASA-1394) for withdrawal and compulsory attendance requirements.

Verify the Review or Correction

If corrections were made:

- Rerun the applicable PMR WARN Validations.
- Confirm that the validation result reflects the corrected attendance or enrollment information.

If the reported violation is accurate:

- Confirm that the attendance and enrollment records support the Ten-Day Rule violation.
- No correction is needed.
- Continue reviewing any remaining WARNING validation results.

WARN-02

Rule: Students With an Incomplete Transfer Student Records Process

Summary

This validation identifies students whose Transfer Student Records process may not be complete for the applicable PMR reporting interval.

Review the student's Records Transfer information to determine whether a transfer request requires additional action.

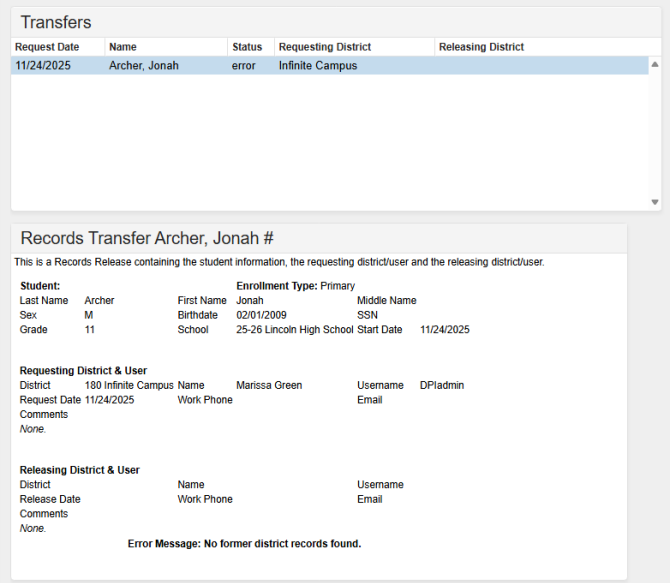
Severity

WARNING

What to Review

For each student reported in the validation, review the status of the student's transfer request.

- Search for the student.
- Open *Student Information > General > Records Transfer*.
- Review the student's transfer request.
- Review the Status of the request.



- Determine whether the previous school used Infinite Campus.
- Determine whether the transfer request requires additional action.

> **Note:** A student appearing in WARN-02 does not always require a correction. If the student's previous school did not use Infinite Campus or the record was transferred in another request, no further action is needed for this validation.

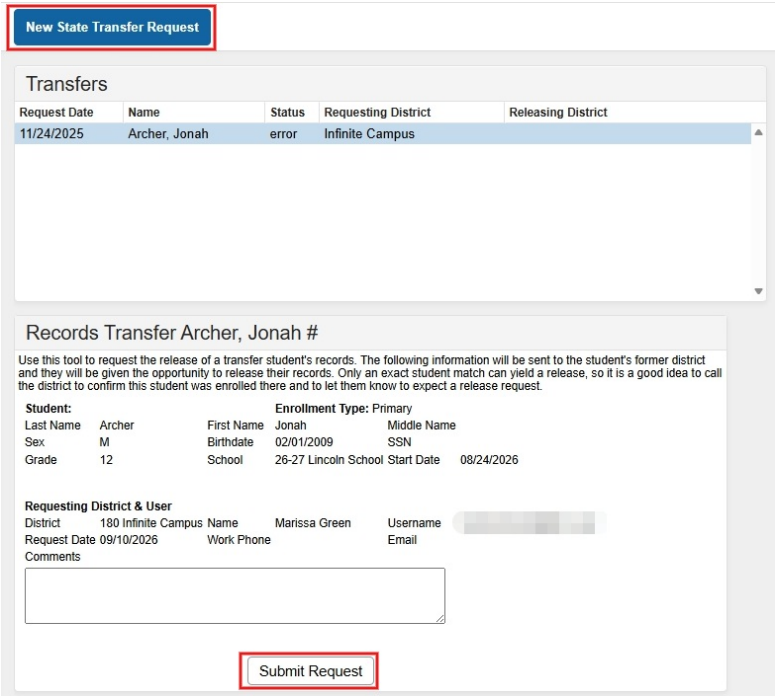
Recommended Action

The action depends on the status of the transfer request and system used by the previous school.

Transfer Request Has an Error

If the transfer request shows an error and the student previously attended a school using Infinite Campus:

- Review the transfer request information.
- Confirm the previous school attended by the student.
- Submit a **New State Transfer Request** or **New National Transfer Request,** as applicable.



- Review the new request to confirm it was submitted successfully.

Refer to the Records Transfer (Student Information) | Infinite Campus (https://kb.infinitecampus.com/help/records-transfer-student) article for detailed instructions for submitting transfer requests.

Transfer Request Is Waiting

If the transfer request remains in a waiting status:

- Confirm that the transfer request was sent to the correct previous school.
- Contact the previous school to determine the status of the records release.
- Continue to monitor the transfer request until the process is complete.

Previous School Did Not Use Infinite Campus

If the student's previous school did not use Infinite Campus, no additional action is needed.

Follow applicable local procedures for obtaining and maintaining the student's records.

Note: WARN-02 is a review condition. Do not create or resubmit a transfer request when the student's previous school did not use Infinite Campus solely to clear the validation.

Verify the Review or Correction

If a new transfer request was submitted:

- Return to *Student Information > General > Records Transfer*.
- Review the updated requests status.
- Rerun the applicable PMR WARN Validations, as needed.
- Confirm that the validation result reflects the current transfer status.

If the previous school did not use Infinite Campus or the transfer request is appropriately waiting:

- Confirm that the reported condition has been reviewed.
- Complete any applicable records transfer follow up.
- No additional correction is needed solely to clear WARN-02.
- Continue reviewing any remaining Warning validation results.

WARN-03

Rule: Kindergarten Student With Birthdate Before August 31

Summary

This validation identifies Kindergarten students whose **Birth Date** is before the applicable age requirement date evaluated by the validation.

Review the student's Grade and Birth Date to confirm that both values are accurate and that the student is appropriately enrolled in Kindergarten.

Severity

WARNING

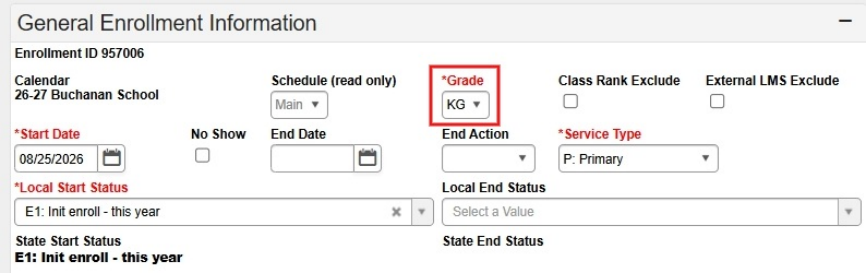
What to Review

For each student reported in the validation, review the student's **Grade** and **Birth Date**.

Review the Grade

- Search for the student.
- Open *Student Information > General > Enrollments*.
- Select the applicable enrollment record.

- Review the **Grade**.



- Confirm that Kindergarten is the correct grade level for the student.

Review the Birth Date

- Open *Census > People > Demographics*.
- Review the student's **Birth Date**.



- Compare the Birth Date with the student's birth certificate.
- Confirm that the Birth Date is entered correctly in NCSIS.

Refer to the School Attendance and Student Accounting (SASA) Manual (https://www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/student-accounting) for North Carolina age requirements for enrollment.

Recommended Action

Determine whether the student's Grade, Birth Date, or both are correct.

Grade Is Incorrect

If the Birth Date is correct but the student is enrolled in the incorrect grade:

- Review the documentation supporting the student's grade placement.
- Open *Student Information > General > Enrollments*.
- Select the applicable enrollment.
- Update Grade according to the appropriate grade-level correction process.
- Select **Save**.

Birth Date Is Incorrect

If the student's Grade is correct but the Birth Date does not match the student's birth certificate:

- Review the student's birth certificate.
- Open *Census > People > Demographics*.
- Update **Birth Date** to match the verified documentation.
- Select **Save**.

> **Important:** Update the Birth Date only when verified documentation confirms that the information in NCSIS is incorrect.

Grade and Birth Date Are Correct

If both the student's Grade and Birth Date are correct, no correction is needed.

Confirm that the student's Kindergarten enrollment meets the applicable requirements in the SASA Manual (https://www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/student-accounting#SchoolAttendanceandStudentAccountingManualSASA-1394).

> **Note:** A student appearing in WARN-03 does not necessarily indicate an error. The purpose of the Warning is to verify that the student's demographic and enrollment information is accurate.

Verify the Review or Correction

If a correction was made:

- Rerun the applicable PMR WARN Validations, as needed.
- Confirm that WARN-03 reflects corrected Grade or Birth Date.
- Continue reviewing any remaining Warning validation results.

If both Grade and Birth Date are correct:

- Confirm that the information has been reviewed.
- No correction is needed.
- Continue reviewing the remaining Warning validation results.

WARN-04

Rule: Students With Transfer Days Override Not Equal To Zero

Summary

This validation identifies students whose enrollment has a **Transfer Days Override** greater than zero.

A Transfer Days Override may be needed when a student transfers between schools with different calendar day counts. Review the value to confirm that the override is needed and accurately reflects the applicable transfer days.

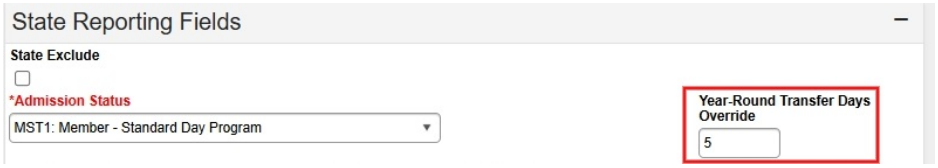
Severity

WARNING

What to Review

For each student reported in the validation, review the student's current and previous enrollment information.

- Search for the student.
- Open *Student Information > General > Enrollments*.
- Select the applicable enrollment record.
- Locate the **State Reporting Fields** section.
- Review **Transfer Days Override**.



- Review the student's previous enrollment during the current school year.
- Compare the previous and current school calendars and enrollment dates.
- Determine whether a Transfer Days Override is needed and whether the value entered is correct.

> **Note:** A Transfer Days Override greater than zero does not necessarily indicate an error. WARN-04 provides an opportunity to verify that the override is appropriate and accurately reflects the student's transfer.

Recommended Action

The action depends on whether the Transfer Days Override is appropriate.

Transfer Days Override Is Correct

If the student requires a Transfer Days Override and the value accurately reflects the applicable transfer days:

- Confirm the student's previous and current enrollment information.
- Confirm that the override value is accurate.
- No correction is needed.

Transfer Days Override Is Incorrect

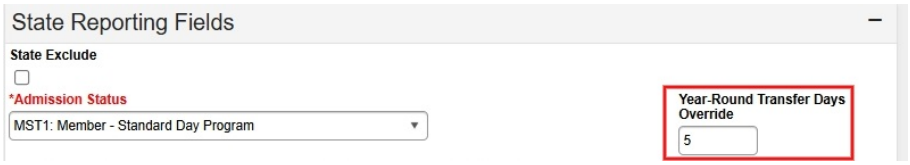
If an override is needed but the value entered is incorrect:

- Review the student's previous and current enrollment dates.
- Determine the correct number of applicable transfer days.
- Open the current enrollment.
- Locate the **State Reporting Fields** section.
- Update **Transfer Days Override** with the correct value.
- Select **Save**.

Transfer Days Override Is Not Needed

If the student's enrollment history does not support the use of a Transfer Days Override:

- Confirm that the previous and current enrollment information is accurate.
- Open the applicable enrollment.
- Locate the **State Reporting Fields** section.
- Remove the value from **Transfer Days Override**, as appropriate.
- Select **Save**.



Important: Do not remove or change Transfer Days Override only to clear the Warning. The value should accurately reflect the student's transfer circumstances.

Verify the Review or Correction

If the Transfer Days Override is correct:

- Confirm that the value has been reviewed.
- No correction is needed.
- Continue reviewing the remaining Warning validation results.

If a correction was made:

- Rerun the applicable PMR WARN Validations.
- Confirm that WARN-04 reflects the corrected Transfer Days Override.
- Continue reviewing any remaining Warning validation results.

WARN-05

Rule: Invalid R2/R3 Enrollment Code

Summary

This validation identifies students with an **R2** or **R3 Local Start Status** when a previous E1/E2 enrollment is not available for the same school year.

Review the student's current year enrollment history to determine whether the R2/R3 Start Status is correct or whether a previous enrollment record has not transferred into the NCSIS.

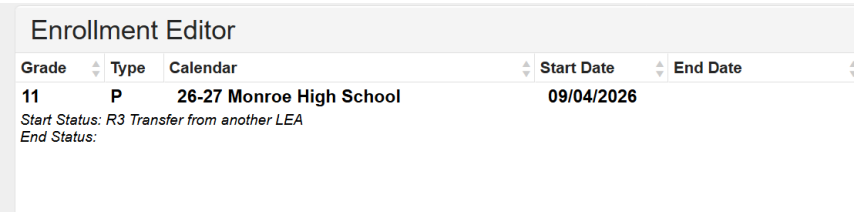
Severity

WARNING

What to Review

For each student reported in the validation, review the student's current and previous enrollment information.

- Search for the student.
- Open *Student Information > General > Enrollments*.
- Review all enrollment records for the current school year.
- Locate the enrollment with the **Local Start Status = R2** or **R3**.



- Review the student's prior school information.
- Determine whether the student attended another North Carolina public school earlier in the same school year.
- Determine whether the prior enrollment is available in NCSIS.

Refer to the School Attendance and Student Accounting (SASA) Manual (https://www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/student-accounting) to confirm that R2 or R3 is the appropriate Enrollment code.

Recommended Action

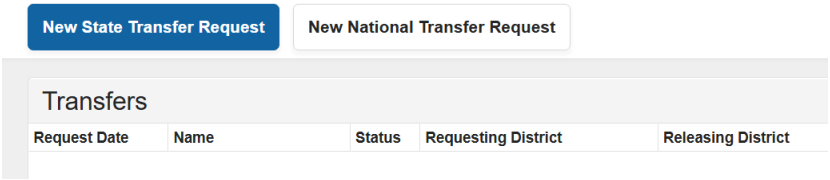
The appropriate action depends on whether the student's prior enrollment exists and whether R2/R3 accurately reflect the student's enrollment record.

Previous Enrollment Has Not Transferred Into NCSIS

If the student previously attended another school using Infinite Campus but the prior enrollment record is not

available:

- Open *Student Information > General > Records Transfer*.
- Review the student's transfer information.
- Submit a **New State Transfer Request** or **New National Transfer Request**, as applicable.



- Complete the Records Transfer process.

Refer to Student Records Transfer - Start here | Infinite Campus (https://kb.infinitecampus.com/help/92579a8) for detailed information about transferring student records.

Previous Enrollment Is Confirmed but Is Not Available in Infinite Campus

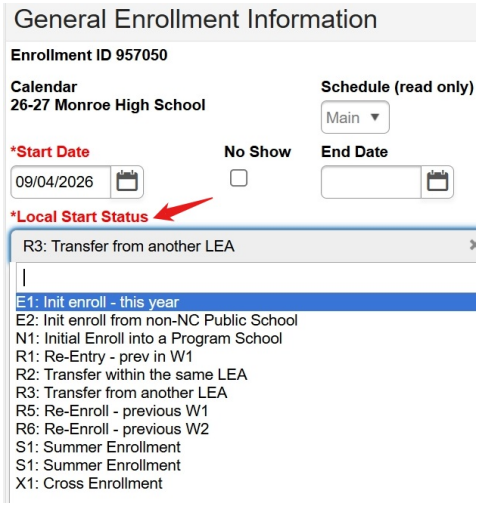
If the student attended another North Carolina public school during the current school year the records are not transferring:

- Confirm that an E1/E2 enrollment exists for the previous school.
- Contact Infinite Campus Support to assist with issues on records transfer.
- If the prior enrollment is confirmed and the current R2/R3 Start Status is correct, no further action is needed for this Warning.

R2/R3 Start Status Is Incorrect

If the student did not have a prior North Carolina public school enrollment that supports the R2 or R3 code:

- Review the student's current year enrollment records.
- Refer to the SASA Manual (https://www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/student-accounting#SchoolAttendanceandStudentAccountingManualSASA-1394) to determine the appropriate Enrollment Code.
- Open the applicable enrollment record.
- Locate **Local Start Status**.



- Update the Start Status to the appropriate code.
- Select **Save**.

> **Important:** Do not change an R2 or R3 Start Status only to clear the Warning. The Enrollment Code must accurately reflect the student's prior enrollment during the current school year.

Verify the Review or Correction

If a previous enrollment was transferred:

- Confirm that the student's current year enrollment history now includes the applicable prior enrollment.
- Rerun the PMR WARN Validations.
- Review the updated WARN-05 result.

If the R2/R3 Start Status was corrected:

- Rerun the applicable PMR WARN Validations.
- Confirm that WARN-05 reflects the corrected enrollment information.

If the prior enrollment is confirmed but cannot be transferred:

- Confirm that R2/R3 accurately reflects the student's enrollment history.
- No correction is needed.
- Continue reviewing any remaining Warning validation results.

FATAL-15

Rule: Invalid R1/R5/R6 Enrollment Code

Summary

This validation identifies students whose re-entry Start Status does not align with the End Status of the student's previous enrollment at the same school during the current school year.

The validation reviews students with a Start Status of R1, R5, or R6 and compares the code with the student's previous enrollment.

- R1 requires a previous enrollment with an End Status of W1.
- R5 requires a previous enrollment with an End Status of W1.
- R6 requires a previous enrollment with an End Status of W2 or W2T.

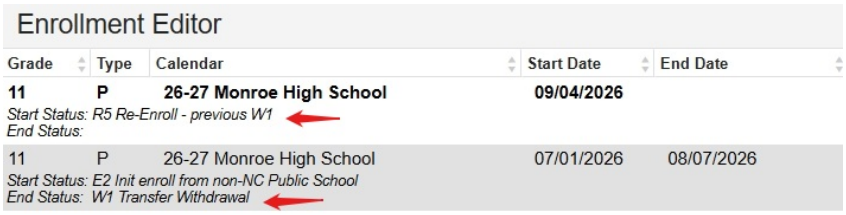
Severity

FATAL

What to Review

For each student reported in the validation, review the current re-entry enrollment and the student's previous enrollment at the same school.

- Search for the **student**.
- Open *Student Information > General > Enrollments*.
- Review the student's enrollment records for the current school year.
- Locate the enrollment with a Local Start Status of R1, R5, or R6.
- Review the **Start Date** and **Local Start Status.**
- Locate the student's previous enrollment at the same school.
- If a previous enrollment does not exist at the same school during the current school year, verify whether the R1, R5, R6 is the appropriate Star Status for the current enrollment.
- Review the previous enrollment's End Date and Local End Status.



- Determine whether the Start Status and previous End Status accurately reflect the student's enrollment history.

Refer to the School Attendance and Student Accounting (SASA) Manual (https://www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/student-accounting#SASAManual-1394) to determine the appropriate Enrollment and Withdrawal Codes.

> **Note:** The validation evaluates the relationship between the current re-entry enrollment and the student's

previous enrollment at the same school. Review both records before making a correction.

Expected Code Relationships

Current Start Status	Previous End Status
R1	W1
R5	W1
R6	W2 or W2T

Note: R1, R5, and R6 are re-entry codes and require a previous enrollment at the same school during the current school year. If a previous enrollment does not exist, review the current Start Status to determine the appropriate Enrollment Code.

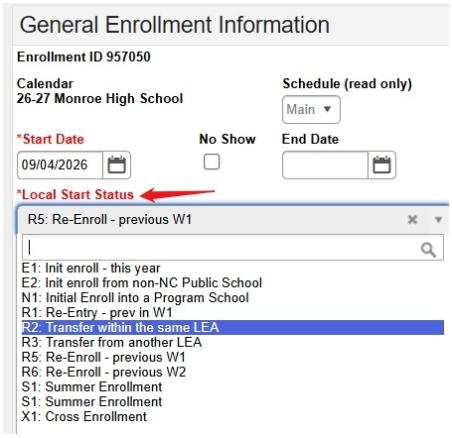
Recommended Action

Determine whether the current Start Status or the previous End Status does not accurately represent the student's enrollment records.

No Previous Enrollment Exists

If the student does not have a previous enrollment at the same school during the current year:

- Confirm that the student does not have another enrollment record at the school for the current school year.
- Review the student's **current year enrollment** records.
- Refer to the SASA Manual (https://www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/student-accounting#SASAManual-1394) to determine the appropriate **Enrollment Code** based on the student's prior enrollment.
- Open the **current** enrollment.
- Update **Local Start Status** to the appropriate code.
- Select **Save**.

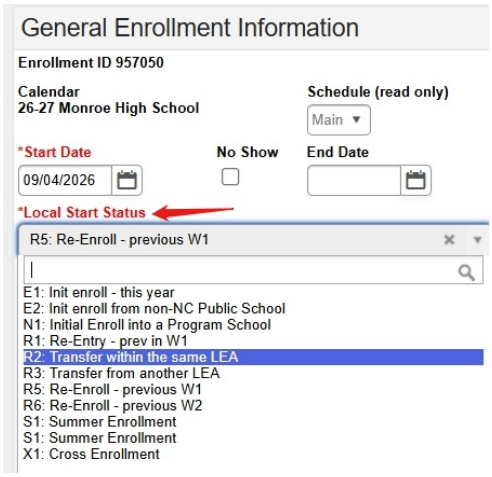


Important: Do not create a previous enrollment record only to support an R1, R5 or R6 Start Status. The enrollment history must accurately reflect the student's actual enrollment.

Current Start Status Is Incorrect

If the previous enrollment's End Status is correct or there is not a previous enrollment record for the current school year:

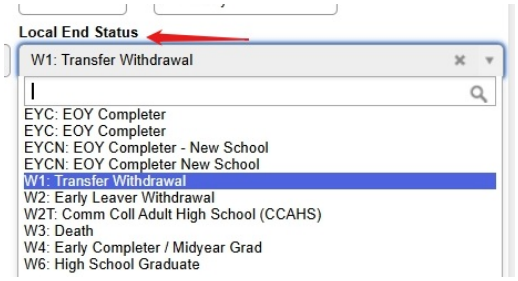
- Review the student's enrollment information and supporting documentation.
- Determine the appropriate re-entry code according to the SASA Manual (https://www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/student-accounting#SASAManual-1394).
- Open the applicable **enrollment** record.
- Update the **Local Start Status.**
- Select **Save**.



Previous End Status is Incorrect

If the current re-entry Start Status is correct:

- Review the documentation supporting the student's previous withdrawal.
- Determine the appropriate Withdrawal Code according to the SASA Manual (https://www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/student-accounting#SASAManual-1394).
- Open the previous enrollment.
- Update the **Local End Status.**
- Verify that the End Date accurately reflects the student's withdrawal.
- Select **Save**.



Important: Do not change an Enrollment or Withdrawal Code only to create a matching pair. Both records must accurately reflect how the student withdrew and re-entered the school.

Verify the Correction

- Rerun the applicable PMR FATAL Validations.
- Confirm that the student no longer appears in FATAL-15 after the enrollment code relationship has been resolved.
- Continue reviewing any remaining FATAL validation results.

Choose where to go next:

FATAL Validations (https://ncdepartmentofpublicinstruction.knowledgeowl.com/home/pmr-fatal-validations) INFO Validations (https://ncdepartmentofpublicinstruction.knowledgeowl.com/home/pmr-info-validations) Main PMR (https://ncdepartmentofpublicinstruction.knowledgeowl.com/home/principals-monthly-report-pmr)