

Entry and Withdrawal Reason

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Summary

Entry Reason and **Withdrawal Reason** provide additional information about where a student entered from or withdrew to on an enrollment record. Use this article to identify the available NCSIS Entry and Withdrawal Reason codes and their definitions.



Note: Entry and Withdrawal Reasons provide additional details about a student's enrollment or withdrawal. They do not replace the enrollment and withdrawal codes defined in the School Attendance and Student Accounting (SASA) Manual (<https://www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/student-accounting#SchoolAttendanceandStudentAccountingManualSASA-1394>). Refer to the SASA Manual for requirements related to enrollment and withdrawal coding.

Entry/Withdrawal Reason Fields

The **Entry Reason** and **Withdrawal Reason** fields are available on the student's enrollment record.

- **Entry Reason** identifies additional information about where or how the student entered the school.
- **Withdrawal Reason** identifies additional information about where the student is transferring or withdrawing to.

The reason works with the enrollment record's start or end status to provide more detailed information about the student's enrollment activity.



Note: Select the reason that describes the student's actual enrollment or withdrawal circumstances. Refer to the applicable enrollment or withdrawal guidance when determining the appropriate **Local Start Status** or **Local End Status**.

Entry Reasons

Select the Entry Reason that identifies where the student entered from or the applicable entry circumstance.

Code	Entry Reason	Definition/Use
ERPK	Pre-K/Kindergarten first enrollment	Use for a student's first Pre-K or Kindergarten enrollment.
ERSL	NC School within Same LEA	Use when the student enters from another North Carolina school within the same <u>PSU</u>
ERDL	NC Different LEA	Use when the student enters from a North Carolina school in a different <u>LEA</u> .
ERCH	NC Charter	Use when the student enters from a North Carolina charter school.
ERLA	NC Lab School	Use when the student enters from a North Carolina laboratory school.
ERRG	NC Regional School	Use when the student enters from a North Carolina regional school.
ERRS	NC Residential School	Use when the student enters from a North Carolina residential school.
ERC	Out-of-USA	Use when the student enters from a school or educational setting outside the United States.
ERD	Educational Program w/ High School Diploma	Use when the student enters from an educational program that allows a high school diploma to be earned.
ERH	NC Homeschool w/ valid Number	Use when the student enters from a North Carolina home school with a valid home school number.
ERP	NC Private School	Use when the student enters from a North Carolina private school.
ERS	Out-of-State	Use when the student enters from a school outside of North Carolina.
ERPS	Part-Time Senior	
ERPKS	Pre-K Services Evaluation Only	Use for a Pre-K enrollment created for services or evaluation only.

Withdrawal Reasons

Select the Withdrawal Reason that identifies where the student is transferring or withdrawing to.

Code	Withdrawal Reason	Definition/Use
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Code	Withdrawal Reason	Definition/Use
WRSL	NC School within Same LEA	Use when an official request for student records has been received for a student transferring to a school within the same PSU.
WRDL	NC Different LEA	Use when an official request for student records has been received for a student transferring to a school in a different North Carolina LEA.
WRCH	NC Charter	Use when an official request for student records has been received for a student transferring to a North Carolina charter school.
WRLA	NC Lab School	Use when an official request for student records has been received for a student transferring to a North Carolina laboratory school.
WRRG	NC Regional School	Use when an official request for student records has been received for a student transferring to a North Carolina regional school.
WRRS	NC Residential School	Use when an official request for student records has been received for a student transferring to a North Carolina residential school.
WRC	Out-of-USA	Use when an official request for student records has been received for a student transferring to a school outside the United States or written documentation confirms that the student transferred outside the United States.
WRD	Educational Program w/ High School Diploma	Use when the student transfers to an educational program that allows a high school diploma to be earned and is not a traditional school, private school, or home school. Documentation must indicate that the student is expected to receive a regular high school diploma.
WRH	NC Homeschool w/ valid Number	Use when the student withdraws to a North Carolina home school and the required documentation includes a valid home school number.
WRP	NC Private School	Use when an official request for student records has been received for a student transferring to a private school, including North Carolina School of Science and Mathematics or University of North Carolina School of the Arts.
WRS	Out-of-State	Use when an official request for the student records has been received for a student transferring to an out-of-state school. This includes Department of Defense Schools and Bureau of Indian Affairs Schools.

Withdrawal Documentation

Documentation used to support a student's withdrawal must meet applicable Student Accounting, Dropout, and Cohort Graduation Rate requirements.



Important: A Withdrawal Reason does not by itself determine the appropriate withdrawal code. Use the requirements in the [School Attendance and Student Accounting \(SASA\) Manual](https://www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/student-accounting#SchoolAttendanceandStudentAccountingManualSASA-1394) (<https://www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/student-accounting#SchoolAttendanceandStudentAccountingManualSASA-1394>) and other applicable NCDPI guidance to determine the appropriate withdrawal code and required documentation.

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