

INFO-02

10/02/2026 6:40 am EDT

Rule: R1 Entries Due To Enrollment Changes

Summary

This validation identifies students with an R1 Local Start Status during the current school year.

An R1 enrollment may be created when a student has an applicable enrollment change at the same school. Review the student's previous and current enrollment records to confirm that the W1/R1 process accurately reflects the enrollment change.

Severity

INFO

What to Review

For each student reported in the validation, review the previous and current enrollment records.

- Search for the student.
- Open *Student Information > General > Enrollments*.
- Locate the enrollment with **Local Start Status = R1**.
- Review the **Start Date** and **Local Start Status**.
- Locate the student's previous enrollment at the same school.
- Confirm that the previous enrollment has a **Local End Status of W1**.
- Review the **End Date** of the previous enrollment and the **Start Date** of the R1 enrollment.
- Confirm that the R1 enrollment begins on the **instructional day after the W1 withdrawal**.

Enrollment Editor						
Grade	Type	Calendar		Start Date		End Date
5	P	26-27 Buchanan School		09/22/2026		
Start Status: R1 Re-Entry - prev in W1						
End Status:						
4	P	26-27 Buchanan School		08/31/2026		09/21/2026
Start Status: E1 Init enroll - this year						
End Status: W1 Transfer Withdrawal						

- Review the enrollment records to confirm that the W1/R1 process accurately reflects the applicable enrollment change.

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) (<https://www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/student-accounting>) for W1/R1 enrollment requirements.



Tip: The SASA Manual (<https://www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/student-accounting>) identifies W1/R1 for a student who is placed in another grade level or changes to another Admission Status.

Recommended Action

W1/R1 Enrollment Is Correct

If the enrollment records accurately reflect the applicable enrollment change:

- Confirm that the previous enrollment uses **W1**.
- Confirm that the new enrollment uses **R1**.
- Confirm that the R1 enrollment begins on the **instructional day after the W1 withdrawal**.
- Confirm that the enrollment records accurately reflect the student's grade level or Admission status change.
- No correction is needed.

W1/R1 Enrollment Is Incorrect

If the enrollment records do not accurately reflect the student's enrollment history:

- Review the reason the new enrollment was created.
- Refer to the [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>) to determine the appropriate Enrollment and Withdrawal Codes.
- Review the applicable enrollment dates.
- Correct the inaccurate enrollment information.
- Select **Save**.



Important: Do not change accurate W1/R1 enrollment only to remove the student from INFO-02. This validation is intended to identify R1 enrollments for review.

Verify the Review or Correction

If the enrollment information is correct:

- Confirm that the W1/R1 enrollment relationship has been reviewed.
- No additional action is needed.
- Continue reviewing any remaining info validation results.

If a correction was made:

- Rerun the applicable PMR INFO Validations.
- Confirm that the validation result reflects the corrected enrollment information.
- Continue reviewing any remaining info validation results.

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