Enrollment Error Messages: How to Resolve

1. "Errors Found" appears in the Status field in the Enrollment Request header.

   "Errors" appears in the Sequence Nbr field located below the Enrollment Request Details bar - of the class associated with the error.

2. Scroll down the page to the Error Messages section.

3. Click the appropriate Additional Overrides checkbox option.

4. Note: Check if there is more than one error. Be sure to read all Enrollment Error messages closely - they will indicate what Additional Overrides may be appropriate to use.

5. Click the Submit button.

6. Re-submit if necessary until the Status field shows Success.

7. End of Procedure.