

Enrollment / Withdrawal Report

User Guide

Last Updated May 26, 2017

Contents

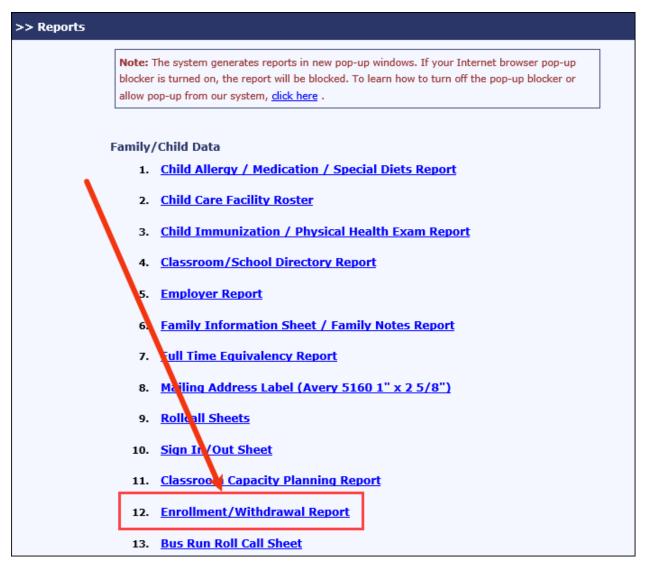
1	Introduction	1
2	Enrollment/Withdrawal Report	1
	,, _,	

1 Introduction

This document describes in detail about the Enrollment/Withdrawal Report.

2 Enrollment/Withdrawal Report

Family Accounting \rightarrow Reports \rightarrow Enrollment/Withdrawal Report:



Reports Page

			Hom	e Feedback	Help Logout
Sandbox Boston	EMO		よ Far	mily Acc	ounting
		Main Menu	Setup	Reports	• Functions
Enrollment/Withdrawal Repo	nt				
🕊 Back					
Select Dates	Select a period 💙				
From	то				
FTE/Count Calculations based on	Program				
	O Primary Classroom				
	Secondary Classroom				
Family Status	All 🗸				
Child Status	All 🗸				
Report Type	● Pdf ○ Csv ○ Html				
	Submit				
@ 2017 OnCare. All rights reserve	d. OC	0 3.2		Today: M	lay 26, 2017

Enrollment/Withdrawal Report 1

This report will display the total number of children enrolled / withdrawn in that center. This also displays the Program count and Program FTE details.

The formula used in this report is:

1. Enrollments this period:

Formula: (Enrollment Date >= Start Date of report) and (Enrollment Date <= End Date of report)

Please Note:

- Withdrawal date is NOT considered
- Enrollment date = Null is NOT considered
- Family and child statuses are NOT considered (i.e. both active and inactive will be counted)
- 2. Withdrawals this period:

Formula: (Withdrawal Date >= Start Date of report) and (Withdrawal Date <= End Date of report)

Please Note:

- Enrollment date is NOT considered
- Withdrawal date = Null is NOT considered
- Family and child statuses are NOT considered (i.e. Both active and inactive will be counted)

3. Total Current Enrolled:

Formula: (Enrollment Date <= End Date of report) and [(Withdrawal Date = Null) or (Withdrawal Date > Start Date of report)] Please Note:

- Enrollment date = Null is NOT considered
- Withdrawal date = Null is considered
- Family and child status are NOT considered (i.e. Both active and inactive will be counted)
- 4. Program Count:

Formula: All the children with the program are selected even if the Enrollment Start Date is null

5. FTE:

Formula for Week: Week is determined based on the end date. The "To" date on the filter page.

- Example 1: If the end date is 14-Mar-11 (Monday), FTE will be computed for Monday (14-Mar-11) to Friday (18-Mar-11)
- Example 2: If the end date is 19-Mar-11 (Monday), FTE will be computed for Monday (21-Mar-11) to Friday (25-Mar-11)

Partial FTE: FTE need to be counted only up to the child's withdrawal date even though there is a full week schedule available.

• For example: Child's schedule is Mon to Fri. Child's withdrawal date is on Wed. In this case, FTE need to be calculated only up to Wed.

Please Note: The FTE calculation in this report will be same in the Full-Time Equivalency Report, only if this report is generated for the current week.

6. New Enrollment Details:

This section will list the details of the children who have enrolled during the report generation period.

7. Withdrawal Details:

This section will list the details of the children who have withdrawn during the report generation period.

Enrollment / Withdrawal Report				
Reporting Period : Current Month Date From : 05/01/2017 To : 05/31/2017 FTE/Count Calculations based on: Program				
	Enrollments This Period	2		
Enrollment / Withdrawal #'s	Withdrawals This Period	1		
	Total Current Enrolled	98		
	1s / Toddlers	12		
	2s	18		
	3s	6		
Count #'s	4s	24		
Count # 5	School Age	30		
	Infants	7		
	Pre K Program	1		
	Program Unknown	0		
	1s / Toddlers_FTE	10		
	2s_FTE	16.8		
	3s_FTE	4.76		
FTE#'s Count	4s	22.7		
	School Age_FTE	18.34		
	Infants_FTE	6.3		
	Pre K Program_FTE	1		

New Enrollment Details (05/01/2017 - 05/31/2017)

No	Family Account Key	Child Name	Enrollment Date	Tuition Billing	Frequency	Amount
1	MARY	Roger Mary	05/16/2017	1-New PS-FD/5Day	Weekly	155.90
				Subsidy Offset	Weekly	145.90
2	THOMPSON	James Thompson	05/16/2017	1-New Toddlers- FD/5Day	Weekly	176.41
				Subsidy Offset	Weekly	166.41

Withdrawals Details (05/01/2017 - 05/31/2017)

No	Family Account Key	Child Name	Withdrawal Date	Child Status
1	ALEX	Andrea Alex	05/12/2017	Inactive

Enrollment/Withdrawal Report 2