

How to promote students?

Step 1: login into your Account.

Go to current students.

You can promote directly using promote button or

If there students to be detained this year due to some reason, follow this complete tutorial.

Before you promote students, select the students you want to detain this academic year.

And mark detained.

#	ID	DETAILS	NAME	MESSAGE NO	DOCUMENTS	
1	SID : A0050140	Roll No : Add Profile GR No : Remarks	Ajmere Uday Raju			<input checked="" type="checkbox"/>
2	SID : A0050141	Roll No : Add Profile GR No : Remarks	Badgujar Aditi Narendra			<input type="checkbox"/>
3	SID : A0050142	Roll No : Add Profile GR No : Remarks	Bairagi Aryan Dinesh			<input type="checkbox"/>
4	SID : A0050143	Roll No : Add Profile GR No : Remarks	Balande Yash Gajanan			<input type="checkbox"/>

Secure | https://www.skooladmission.com/view_current.php

Received Applications Export Transfer Search Current Students Past Students Document Settings

Class - 9th A

View Add / Edit

COPY TO LAST SESSION MARK LEFT MARK/UNMARK DETAINED MARK/UNMARK SPECIAL CHANGE CLASS

CHANGE NUMBERS SEND MESSAGE ID CARD


- Detained

#	ID	DETAILS	NAME	MESSAGE NO.	DOCUMENTS	
1	SID : A0050140	Roll No :	Ajmere Uday Raju			<input type="checkbox"/>
	Add Profile	GR No :	Remarks			<input type="checkbox"/>
2	SID : A0050141	Roll No :	Badgujar Aditi Narendra			<input type="checkbox"/>
	Add Profile	GR No :	Remarks			<input type="checkbox"/>
3	SID : A0050142	Roll No :	Bairagi Aryan Dinesh			<input type="checkbox"/>
	Add Profile	GR No :	Remarks			<input type="checkbox"/>

Purple colored detained mark will appear.

This student will not be promoted next year

Secure | https://www.skooladmission.com/current_students.php



SCHOOL Options STUDENT Data EMPLOYEE Data FINANCE Data USER Roles LOGOUT Log Out

Received Applications Export Transfer Search Current Students Past Students Document Settings

Current Session : 2016-2017 (To change, click [HERE](#))

Select the Standard (All)

Click on the Class Name to view / add students.

NURSERY JUNIOR KG SENIOR KG 1ST

2ND 3RD 4TH 9TH

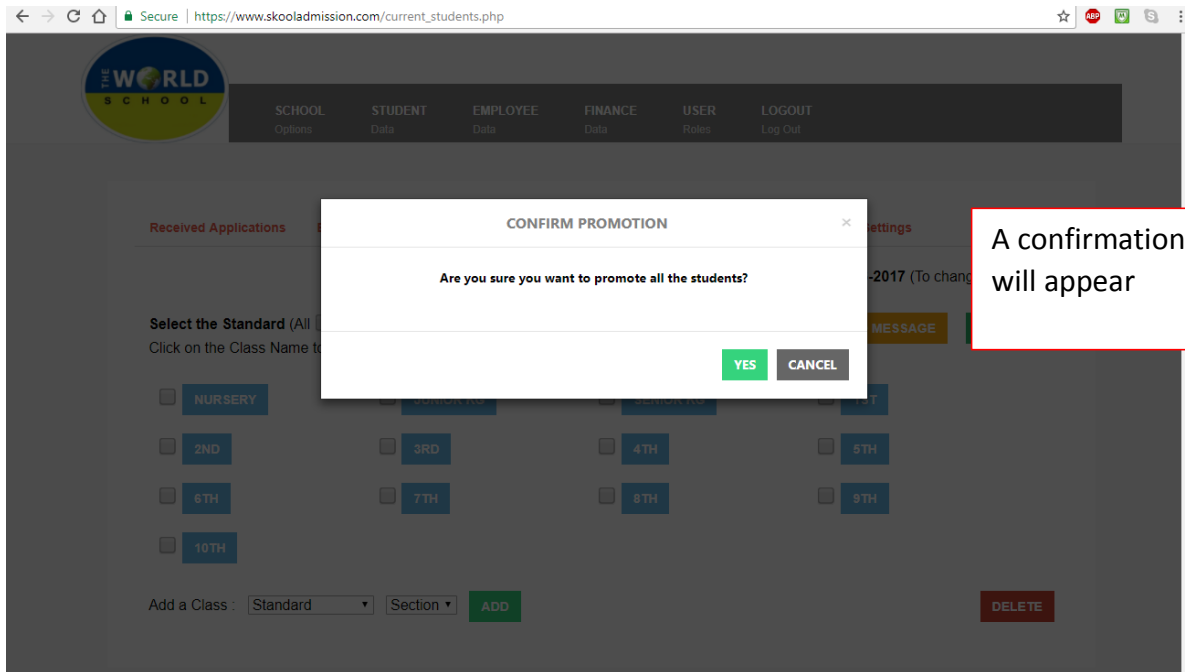
10TH 11TH COMMERCE 11TH SCIENCE 12TH ARTS

12TH COMMERCE

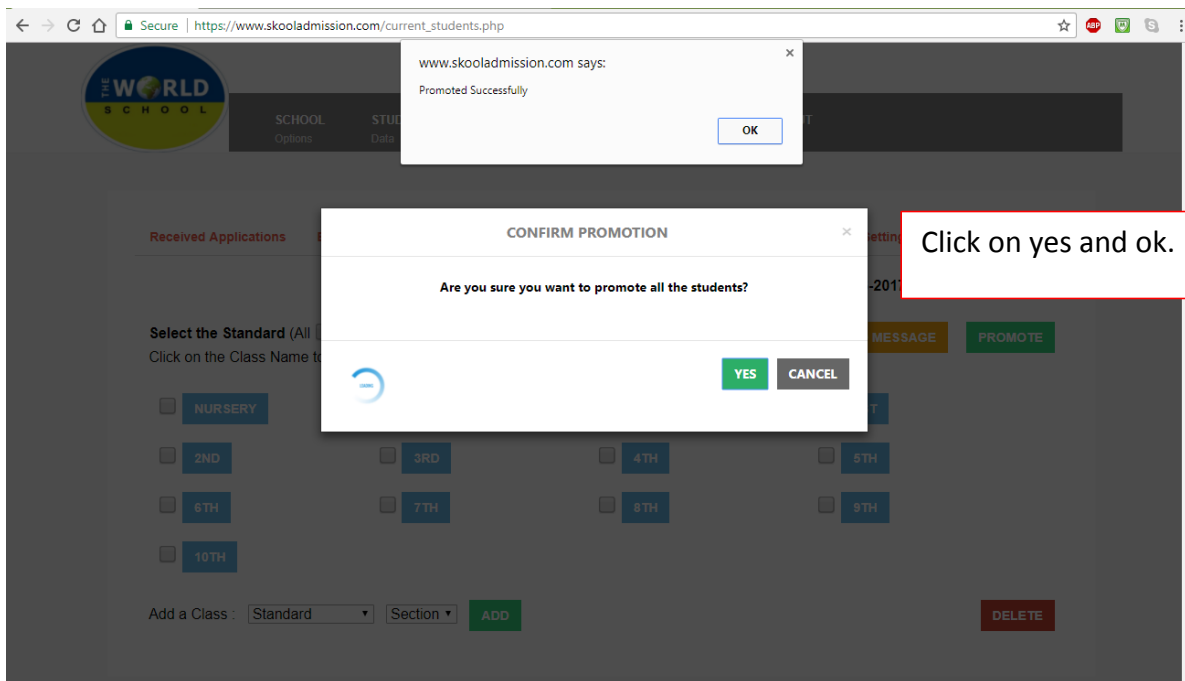
Add a Class : Standard Section ADD DELETE

SEND MESSAGE PROMOTE

After you have marked all detained students, you can click on promote



A confirmation box will appear



Click on yes and ok.

Skool Admission | https://www.skooladmission.com/current_students.php

THE WORLD SCHOOL

SCHOOL Options | STUDENT Data | EMPLOYEE Data | FINANCE Data | USER Roles | LOGOUT Log Out

Received Applications | Export | Transfer | Search | **Current Students** | Past Students | Document Settings

Current Session : 2017-2018 (To change, click [HERE](#))

Select the Standard (All)
Click on the Class Name to view / add students.

SEND MESSAGE | PROMOTE

NURSERY | JUNIOR KG | SENIOR KG | 1ST
 2ND | 3RD | 4TH | 5TH
 6TH | 7TH | 8TH | 9TH
 10TH

Add a Class : Standard | Section | ADD | DELETE

New session will appear as shown.
All current students are now promoted to next class except for the detained students

Skool Admission | https://www.skooladmission.com/view_current.php

Received Applications | Export | Transfer | Search | **Current Students** | Past Students | Document Settings

Class - 9th A

View | Add / Edit

COPY TO LAST SESSION | MARK LEFT | **MARK/UNMARK DETAINED** | MARK/UNMARK SPECIAL | CHANGE CLASS
CHANGE NUMBERS | SEND MESSAGE | ID CARD

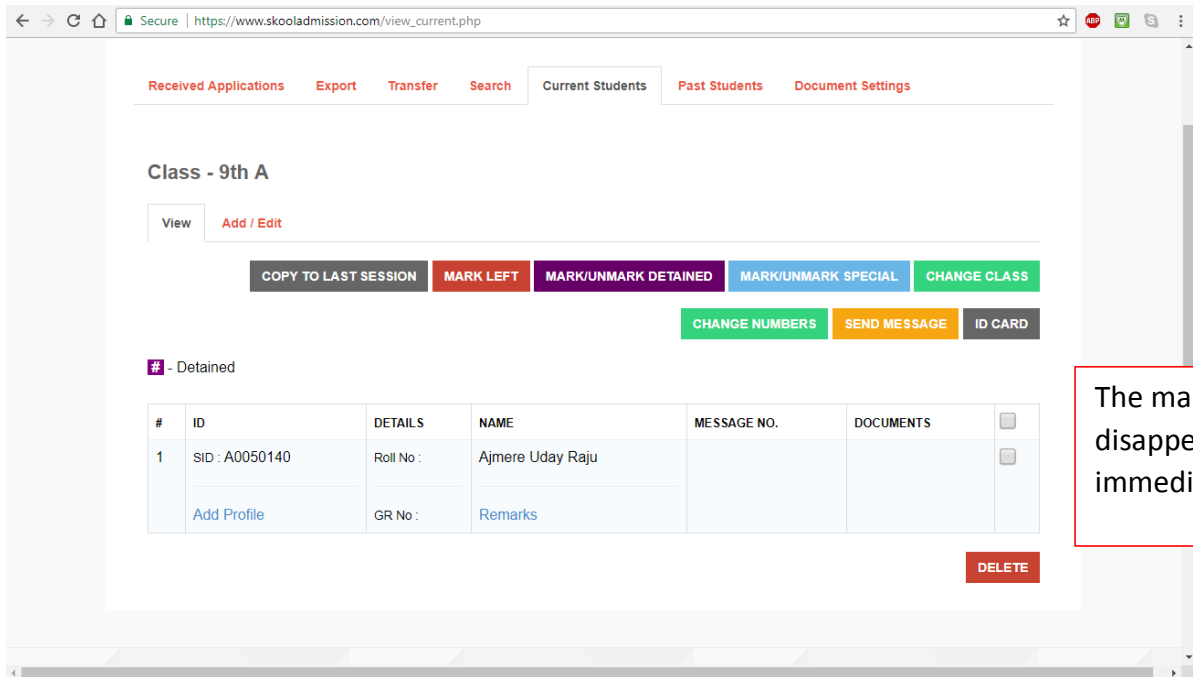
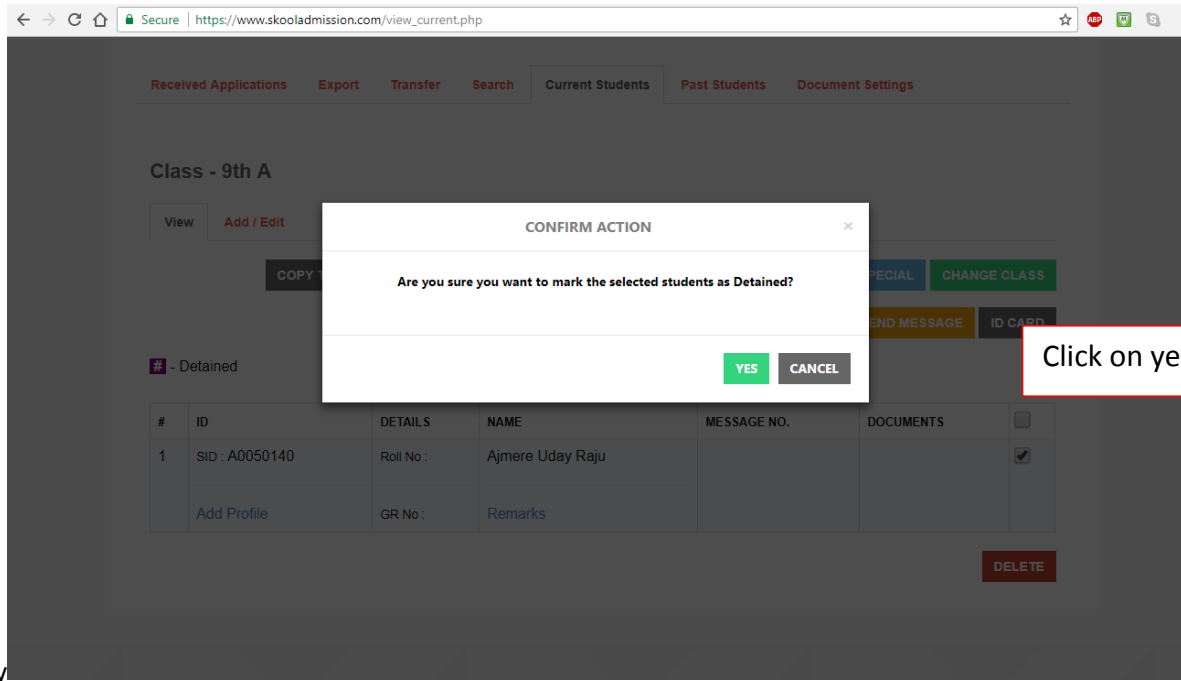
- Detained

#	ID	DETAILS	NAME	MESSAGE NO.	DOCUMENTS	
1	SID : A0050140	Roll No :	Ajmere Uday Raju			<input checked="" type="checkbox"/>
	Add Profile	GR No :	Remarks			

DELETE

Don't forget to remove this purple mark

Select the students and unmark them using the same function as shown.



Tutorial Complete