PowerSchool PowerUPs

Enrollment: Add Ons

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Agenda

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2 Q&A

3 Resources

Enrollment: Add Ons

1. Date of Birth Verification
2. School Locator*
3. Localization*

4. Year-Round Update (YRU)

* Indicates an associated cost

Enrollment: Add Ons(Continued)

5 Appointment Management

6 Address Auto-Complete

7 Address Verification

8 Payment Integration with Vanco*

* Indicates an associated cost

Enrollment: Add Ons(Continued)

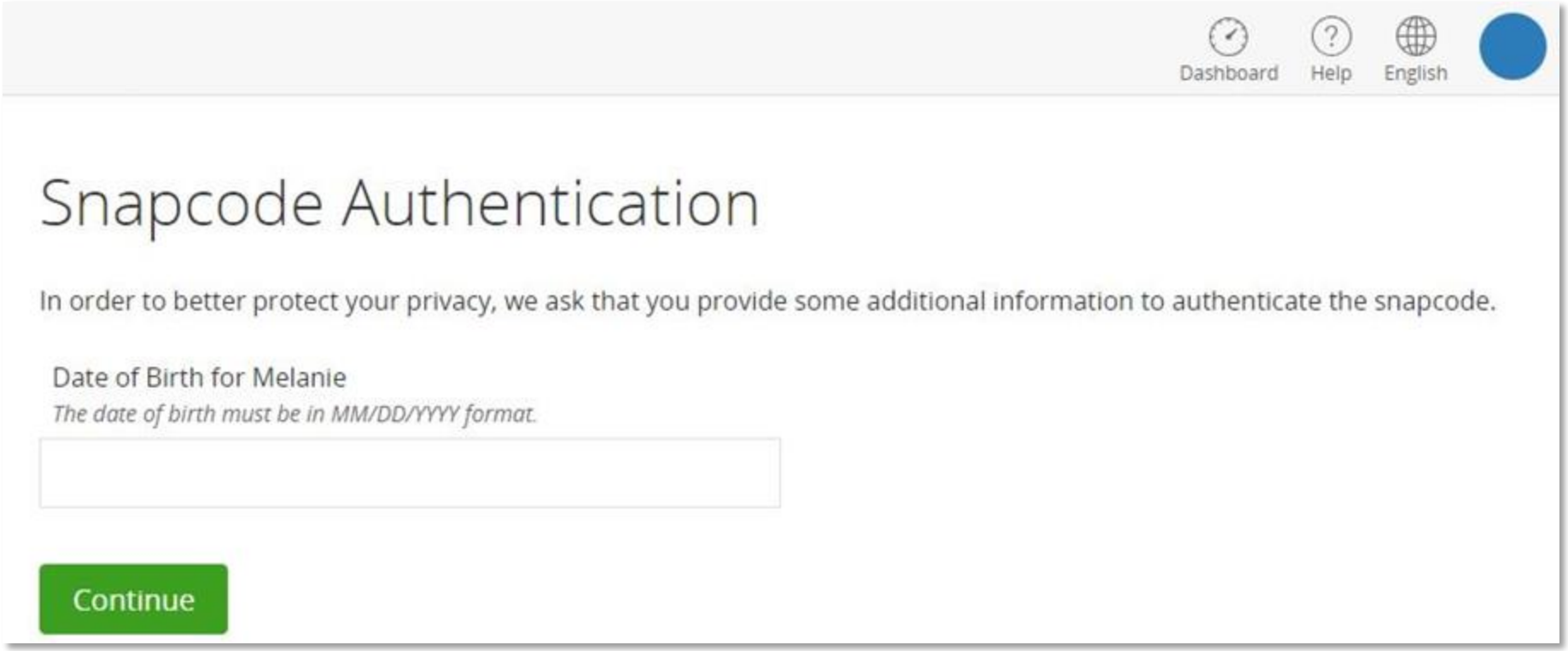
9 Scheduled Jobs

10 Parent Account Email Verification

11 Parent Account Email Communication

Date of Birth Authentication

1 2 3 4



School Locator*

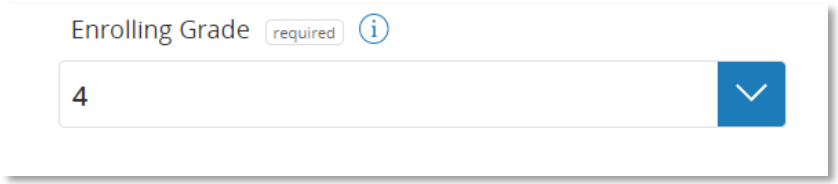
1 2 3 4

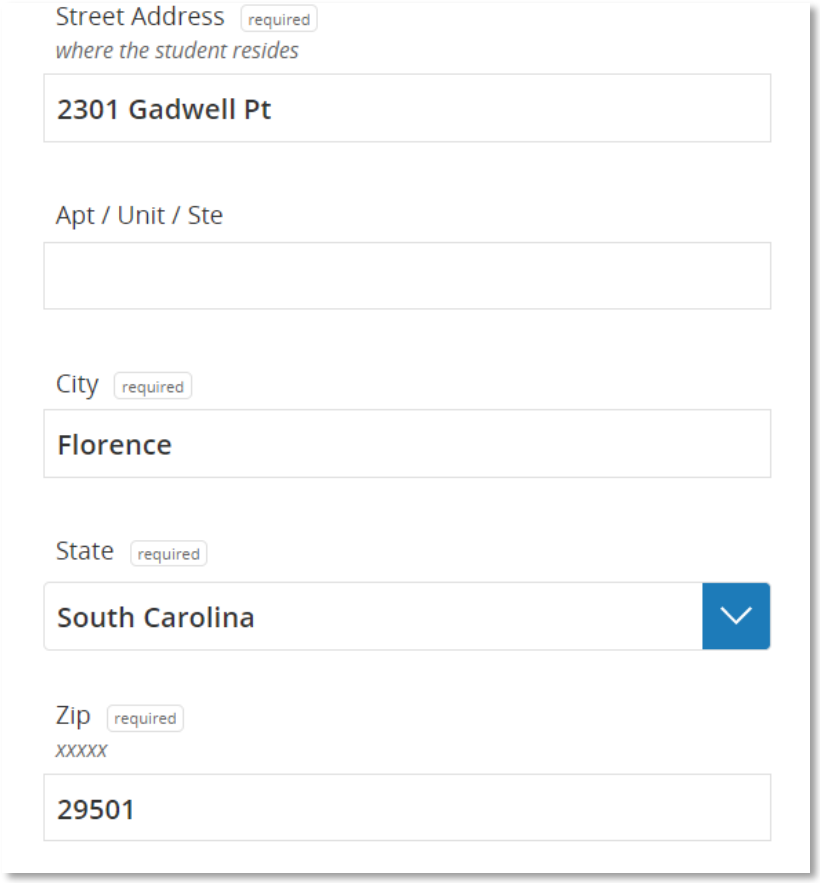
- Identify a student's zoned or neighborhood school
- Verify addresses against USPS guidelines
- Provide the zone school to the parent based on the address and grade
- Display a Google map within the form that shows home and zoned school(s)
- Parents make a selection when there is more than one zoned school
- Requires 60-90 days to implement

School Locator *(Continued)

1 2 3 4

Family enters enrolling grade and address.





School Locator* (Continued)

1 2 3 4

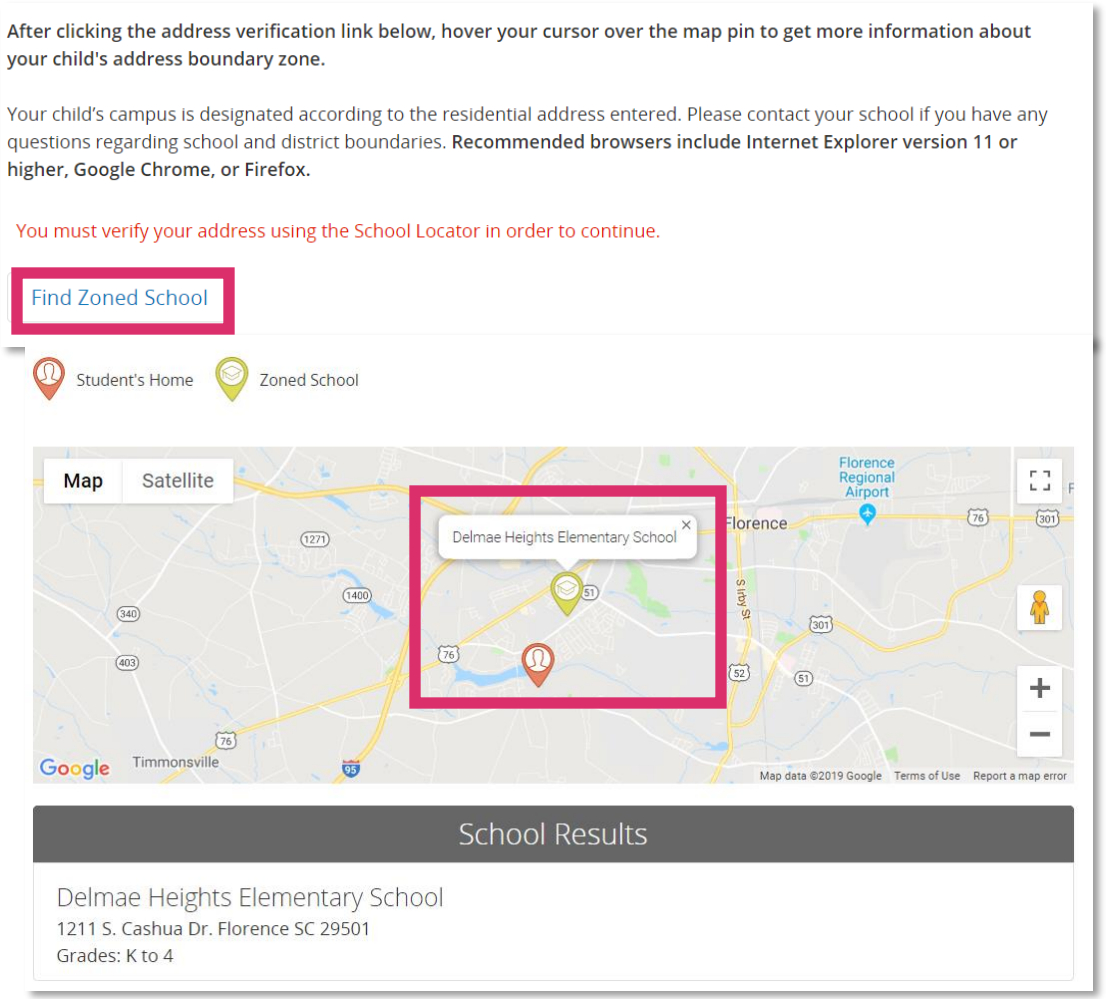
Select **Find Zoned School** to verify address. Possible results:

- Verified, In District

  Map is displayed showing student's home and zoned school.

- Out of District/Not Verified

  School Field populated with "No Zoned School Identified"



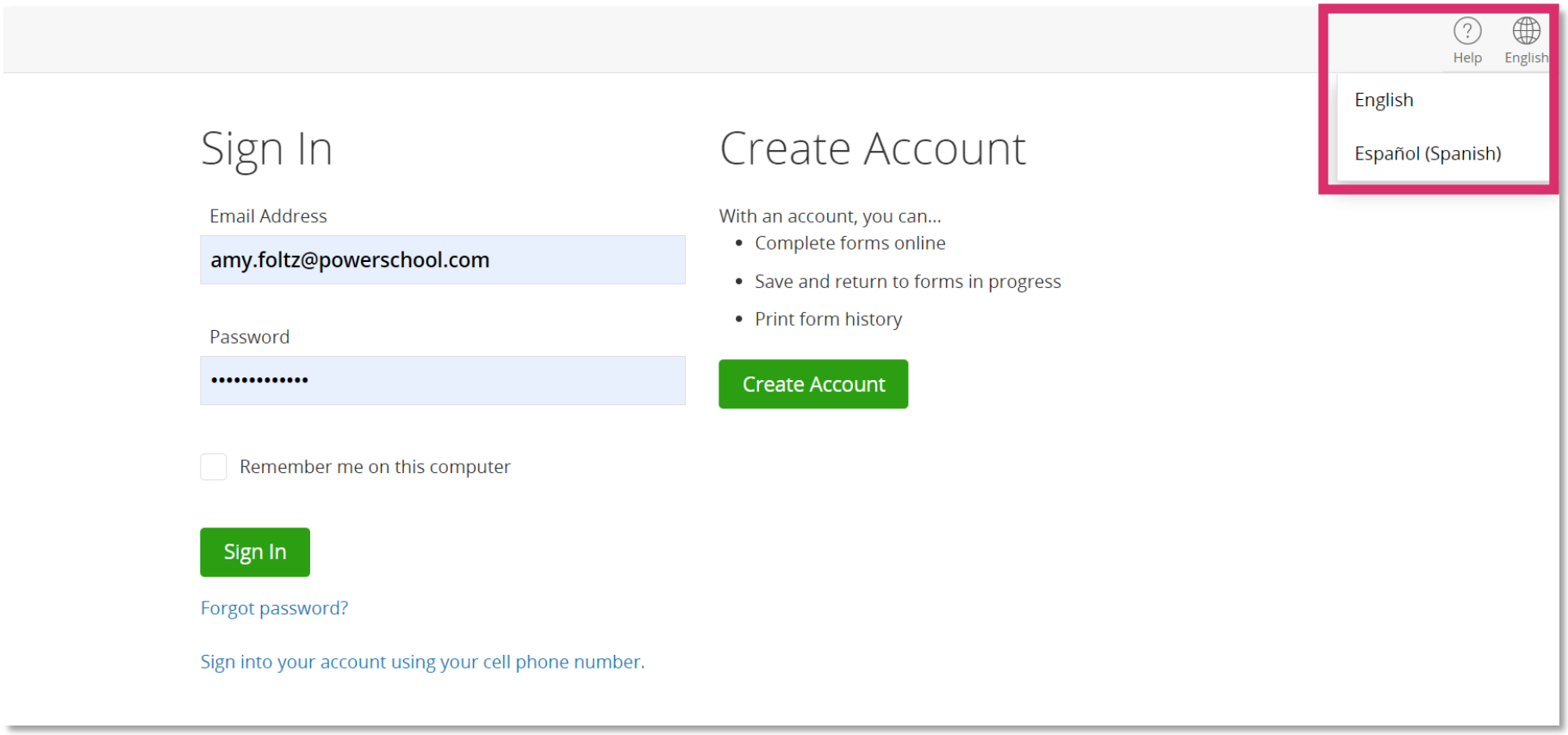
Localization* Español

1 2 3 4

Content throughout the form is translated

- Each language option either has a separate URL or families may select their preferred languages from a list on any page in the form, at any point in the process
- District team is responsible for providing translations
- Translations are layered into form after form is finalized
- Available languages: Spanish, French, Chinese (simplified), Vietnamese, Russian, Haitian (Creole), Korean, Ukrainian, Tagalog, and Portuguese

Localization* (Continued)



Year-Round Update (YRU)

1 2 3 4

Allows families to update certain information after annual registration.

- Parents sign into the PowerSchool SIS Parent Portal to view their students' demographic data
- Administrators review, approve, and deliver updates to PowerSchool SIS

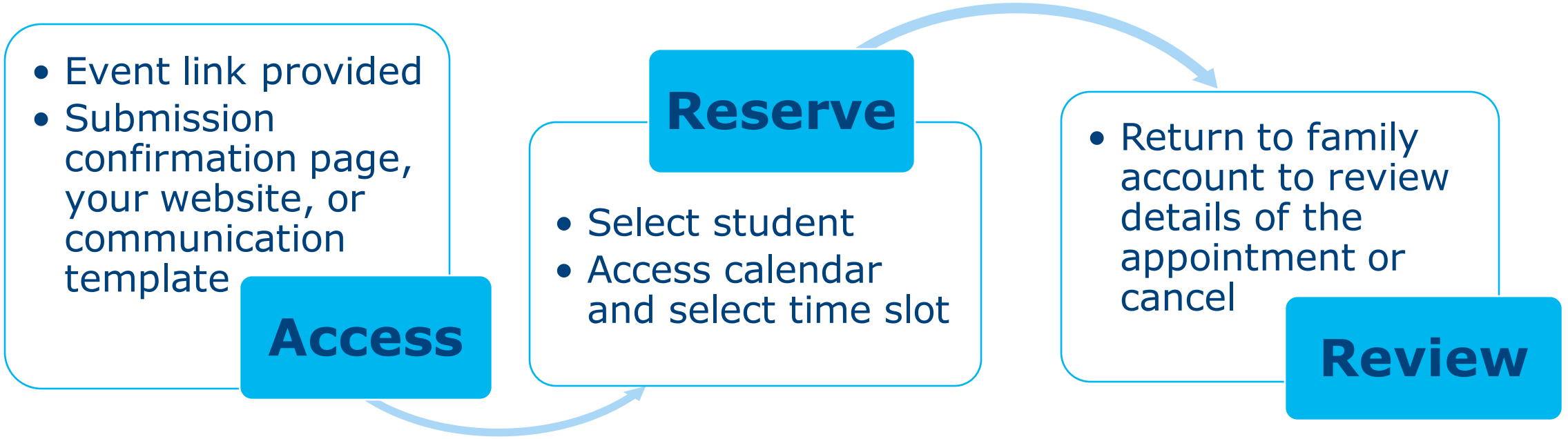
Technical requirements:

- Use single sign-on for PowerSchool Enrollment
- Use API data delivery to PowerSchool SIS

Appointment Management

5 6 7 8

Offers families the ability from their family accounts to reserve time slots for events that administrators set up and manage.

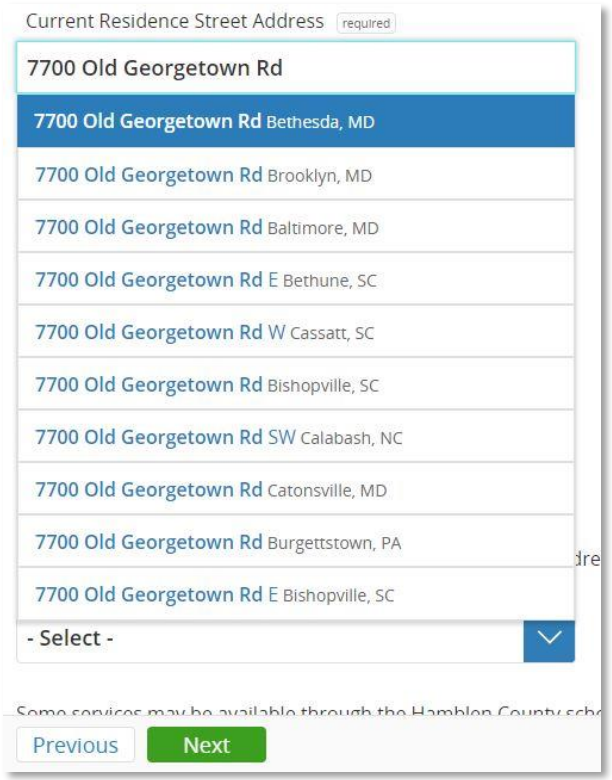


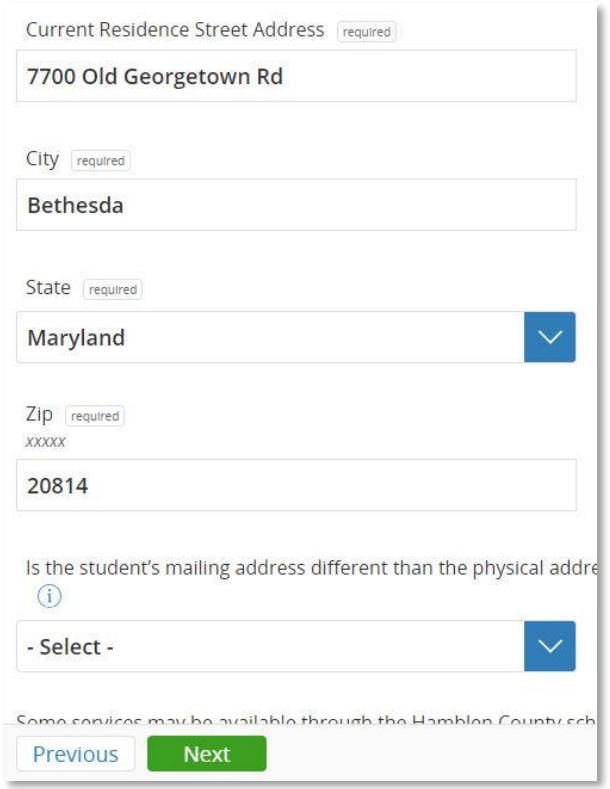
Appointment Management (Continued)

- Accessible from the main menu if extended permissions are enabled for the admin account
- Define events such as registration verification or tour
- Define resources for events such as a location or person
- Define appointment timeslots for each resource
- Define a note such as directions for families, for example
- View, export, or print all appointments
- Add a new time slot
- Select automated emails such as confirmations, reminders, or cancellation, by family or school

Address Auto-Complete

Suggests addresses for families to select when manually adding an address.





Address Verification

5 6 7 8

Validates and standardizes new addresses submitted by families

- Run automatically via third party service (Smarty Streets) as records are imported into Submission Workspace
- Valid addresses are updated to USPS standardized version of address
- System makes minor corrections as needed such as zip code or street suffix
- After verification, record is tagged with a positive “Address Verified” or negative “Address Not Verified” tag

Address Verification (Continued)

Tips

- Only for address verification, not boundary zones
- USPS formatting standards, but can be customized to your standards

Administrative Process

- Run automatically
- Administrative profile permission which allows manual verification

Approval Process

- Automated tags may be assigned to records
- Negative verification could prevent record approval *or*
- Positive tags for valid records may be required for approval

Address Verification (Continued)

Addresses that failed validation will be tagged in the Submission Workspace.

Verify Addresses task may be manually run after import.

Auto-complete corrects information such as zip code and street suffix.

Payment Integration with Vanco*

5 6 7 8

Fees

- Built directly into online form
- Enforce payment
- Offline option
- Deferred Fee
- Waiver code
- Optional fees such as PTA, for example

Smart Logic

- Criteria such as school or grade, for example, may be incorporated to determine who to show or charge fees

Cost and Payment Processing

- Cost 3.49% per fee amount
- Taxes

Additional Fees

- Disputed Charge, Charge Back $50
- Insufficient Funds, Bounced Checks, False Accounts $35 plus eCheck
- Refunds 3.49% of refund amount

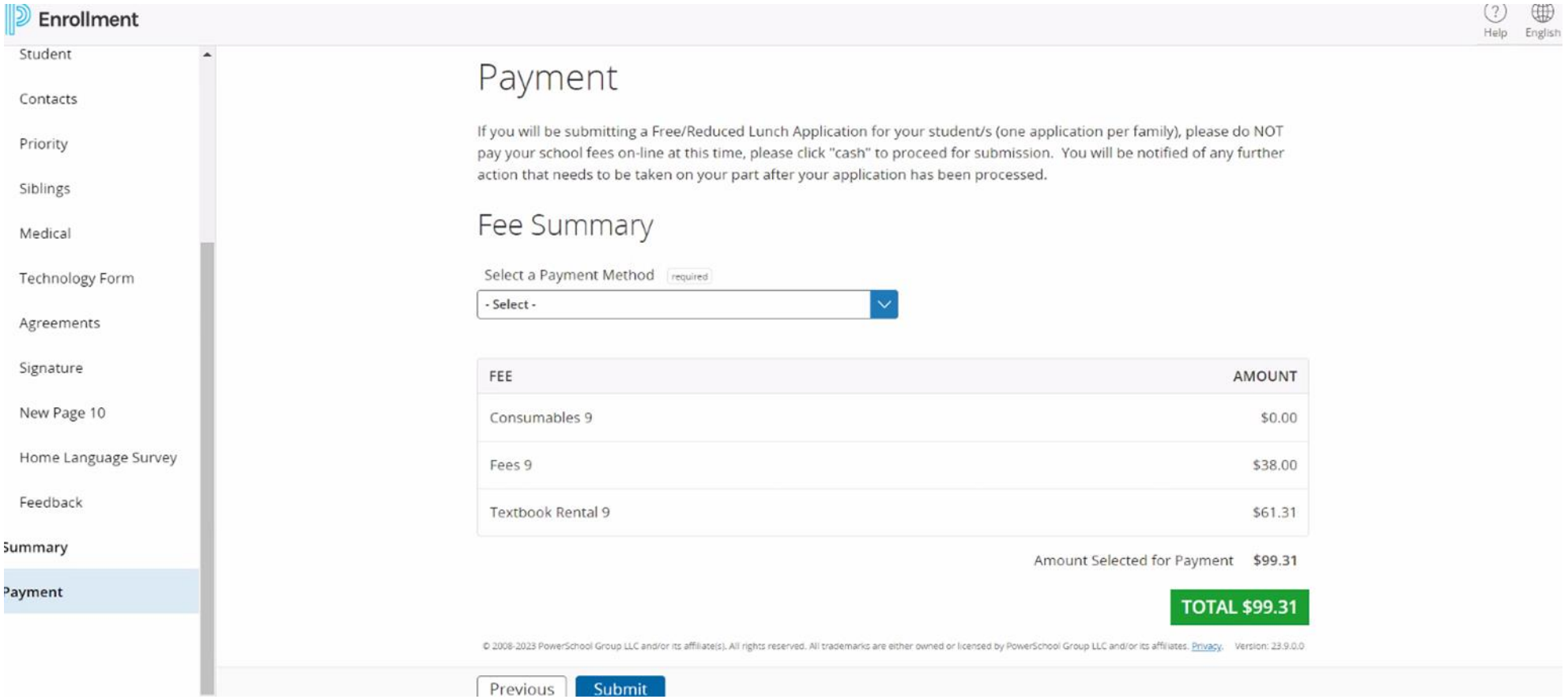
Payment Integration* (Continued)

5 6 7 8

Payment Methods	Remittance	Security	Implementation Requirements
• Credit card • eCheck • Waiver • Check or cash	• ACH deposit of previous week transmitted to remittance organization • Configurable for different accounts such as PTA or lunch, for example	• Rigorous industry standard • Securely redirect payment data • PCI compliance certificate	For Each School Account Share: • Security Key ID • Security Keys

Payment Integration* (Continued)

5 6 7 8



Payment Integration* (Continued)

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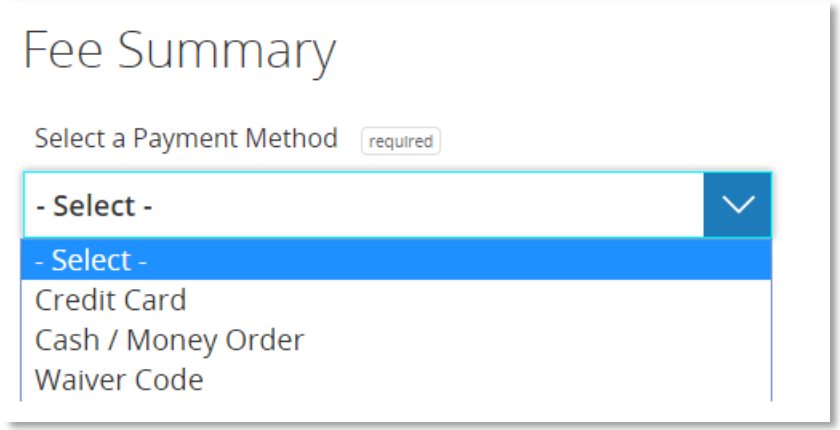

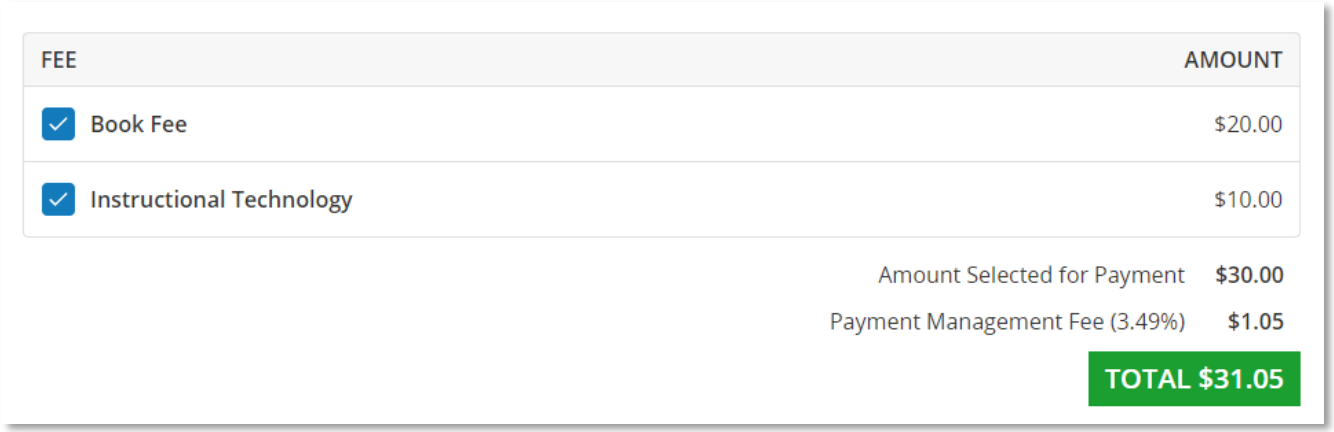

Payment Integration* (Continued)

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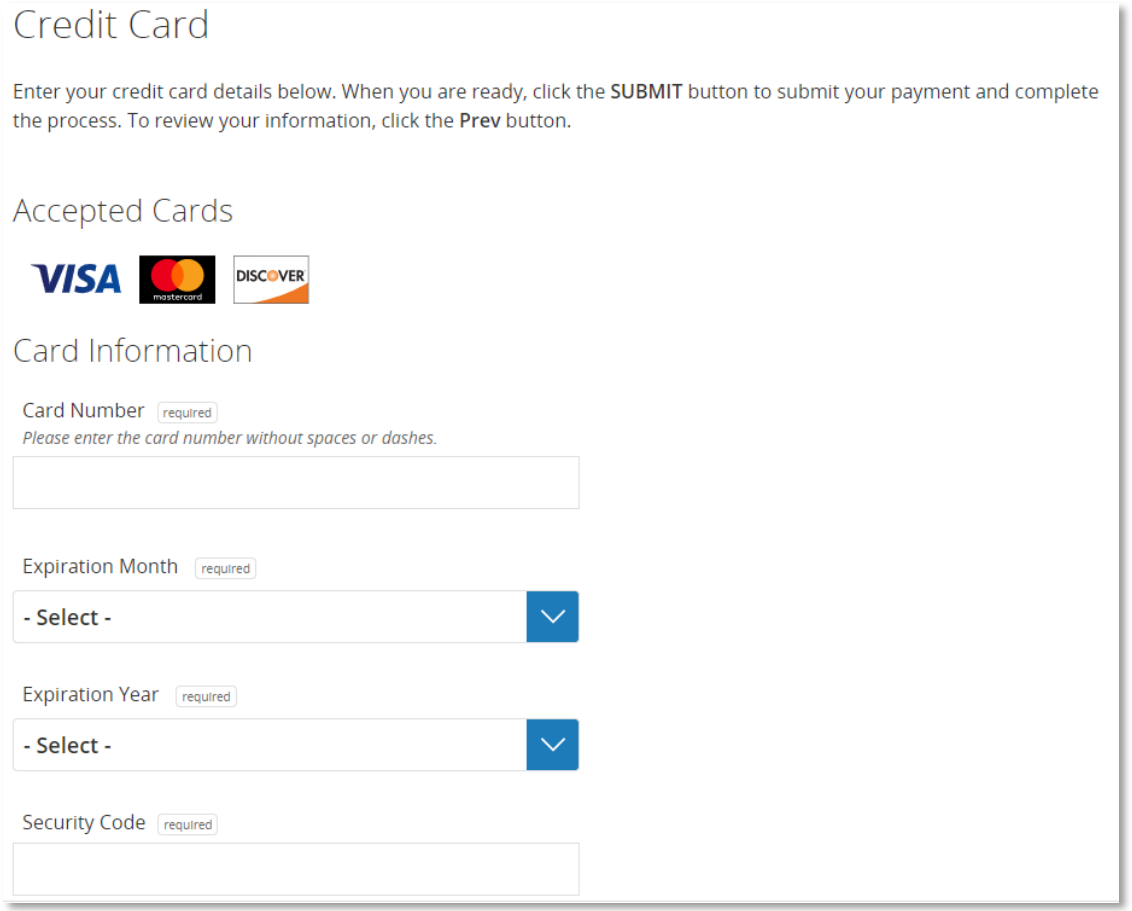


Payment Integration* (Continued)

First Name (as appears on card) required

Last Name (as appears on card) required

Billing Street required

Apt, Suite, Unit

City required

State / Province required

- Select -

Zip / Postal Code required

Country required

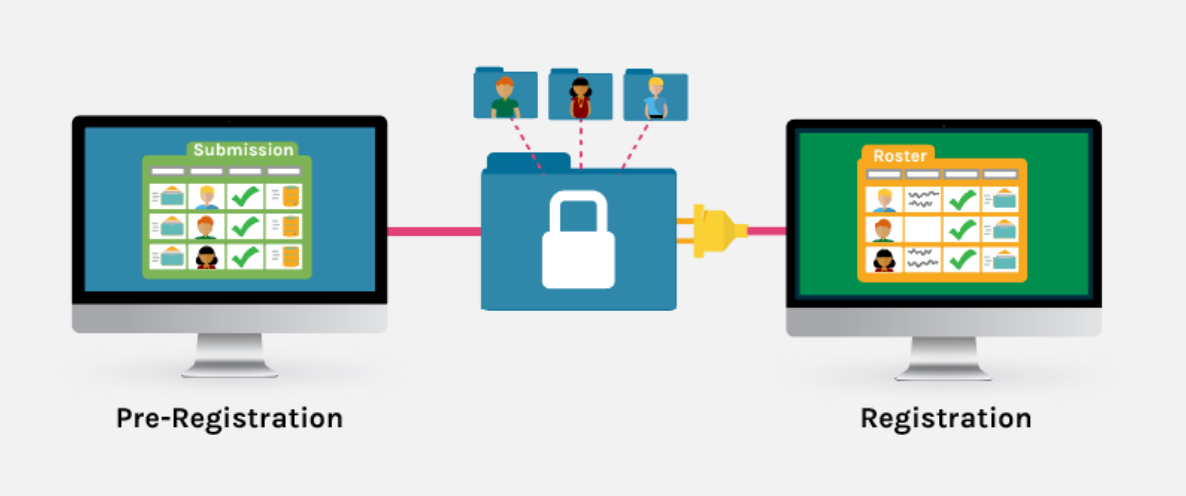
- Select -

The charge will appear on your statement as PWRSCHOOL. For questions regarding PowerSchool, please contact support.

Scheduled Jobs

Types of Auto Jobs

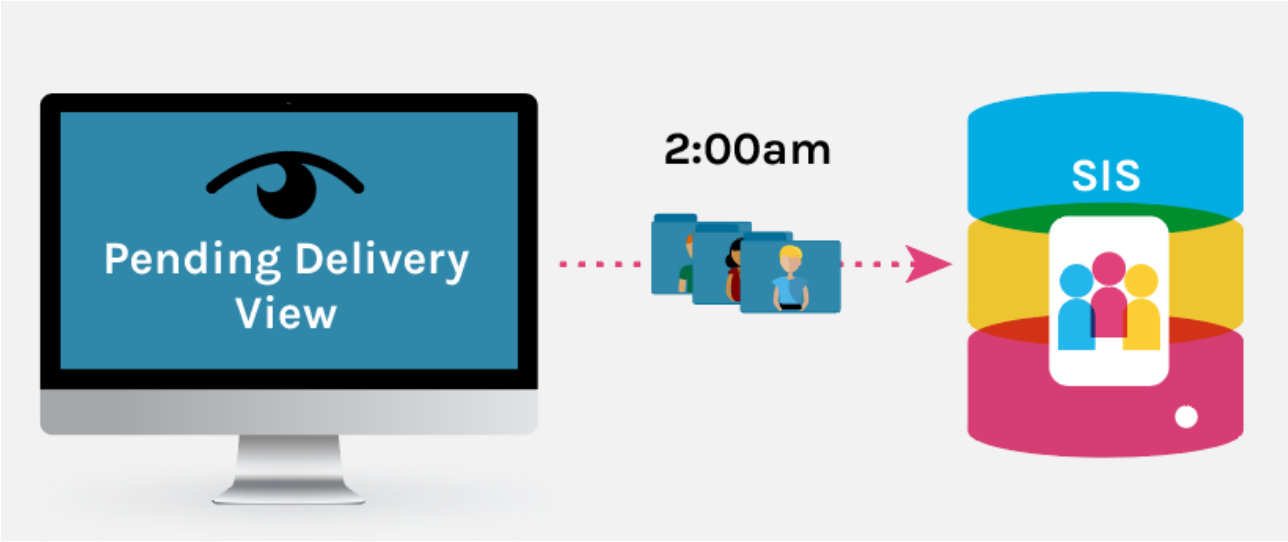
- Importing Data into the Roster Workspace
  - Automate the transfer of records from one workspace to another
  - I.E., Pre-Registration and Registration Forms
- Data Delivery from the Submission Workspace
  - Delivery by File
    - Automates transfer of records from one workspace to another
    - Great for Pre-Registration and Registration forms
  - API Delivery
    - The tool will take all the records from Pending Delivery and transfer them to a secure folder. Then it will automatically take all records in the folder and import them into the Roster Workspace of the specified form.



Scheduled Jobs (Continued)

How it Works

- You work with your specialist to set up a secure folder where the data will be stored.
- Once this is configured, the data will automatically be pulled at a specified time and placed into this folder.
- The system pulls the files in the folder for whatever action we have specified- import or delivery.
- You review and approve the records as usual.



Scheduled Jobs (Continued)

Considerations:

- What time do you want the auto job to happen? We can configure the job to occur daily at the same time- typically overnight.
- What kind of job do you want performed?
- Auto jobs are ideal for:
  - Delivering submissions back to your SIS
  - Importing data from one Enrollment form to another (ideal for populating roster workspace)
- How will you distinguish which records you want the job performed on?
  - You can choose whether you want the job to deliver all approved records or only one subset of them based on a designated tag or filter.

Parent Account Email Verification

9 10 11

Audience- Enrollment Project Leads (Super User or Configuration roles)
Workflow if enabled:
1. The family will create an account
2. An email containing a six-digit Verification Code is sent to the email address used during the account creation process. Simultaneously, the User Account is put into a *PendingEmailVerification* status.
3. The family will be redirected to a "Verify Email" page and prompted to enter in the Verification Code within 15 minutes. If selected, the family may also choose the "Resend" option to have a new verification code sent to them.
4. The family user will enter the verification code and, if successful, a confirmation page will be shown with a "Continue" button. Simultaneously, the User Account status will be updated from *PendingEmailVerification* to *Active*.
5. After the "Continue" button is pressed, the user will be redirected to their originally-requested page such as the "Add Student" or "Form Access" page.
This feature is optional and is enabled by PowerSchool Enrollment Support.

Parent Account Email Verification

9 10 11

Use Cases:

- When coupled with Parent Account Email Communication, you can be sure that the email addresses you're using for notification are real, valid addresses
- Enabling this feature may improve the accuracy of the email addresses you have on record for custodial contacts

Parent Account Email Communication

9 10 11

- Prerequisite- Parent Account Email Verification must be enabled.
- Audience- Enrollment Project Leads (Super User or Configuration roles)
- This feature is optional and is configured by PowerSchool Enrollment Support on a form-by-form basis.
- Traditionally, districts/schools will prepopulate Enrollment's c1_Email form field with an email address that's stored for the respective contact in your SIS. Enrollment "maps" this c1_Email form field and the values contained therein as a valid "Email Recipient". However, this email address is not necessarily the same email address used for their Enrollment Account (their Enrollment "user name"). With Parent Account Email Communication enabled, your district/school can communicate with parents using their account email addresses from the Roster, Submission, or School Choice Workspaces.
- This feature is intended to be used for Roster Notification and workspace communication with families.

Questions

PowerSchool

Resources

School Locator

Localization

Year-Round Update

Appointment Management

Address Auto-Complete

Address Verification

Payment Integration with Vanco

Scheduled Jobs

Parent Account Email Verification

Parent Account Email Communication

Upcoming Events

Upcoming Events

Enrollment Office Hours

Wednesdays @ 11am ET / 8am PT

https://help.powerschool.com/t5/PowerSchool-Enrollment/Join-us-for-Enrollment-Office-Hours/ta-p/132352

PowerSchool

Next Webinar

- **Oct 3rd - School Choice:** During this session, we will cover what is School Choice and the general process when using it. We will also cover some best practices, tips & tricks etc.

- **Oct 17th - Project Overview:** Join us to learn about the flow of a project from the kickoff call to connecting with support after the launch. We will also cover best practices when it comes to launching forms.