

Training Course Agenda.

Managing Pre-Admissions



Agenda Overview

- ✓ **Creating a Pre-Admission Group**
- ✓ **Adding Students**
 - Via CTF/ATF
 - Manually Adding
- ✓ **Communication**
 - Using MCAS to share/collect information
 - Sending Messages to parents
- ✓ **Managing Admissions**
 - Finalise Admissions/Admitting Students
 - How to manage admissions if using own Admission Authority/Policy