Admissions: End of Year Update Task

When your school is ready to begin offering contracts for the "next year" please make two updates to the Ascendance Admission module.

1. **End-of-Year Update** to advance to the next admissions year

2. **Admission Integration** to edit the Ravenna season

End-of-Year Update
Maintenance | End-of-Year Update

- Enter New Admission Year: 2021

- Options to delete parameters is available but typically not selected

    o Clear historic data for inquiries, applicants not enrolled and enrolled students

    o Clear temporary online web accounts

- Select OK

- Message box about data to be deleted appears, even when you have chosen not to delete anything.

    o Select Yes

- Message box appears when update is complete.

    o Select OK