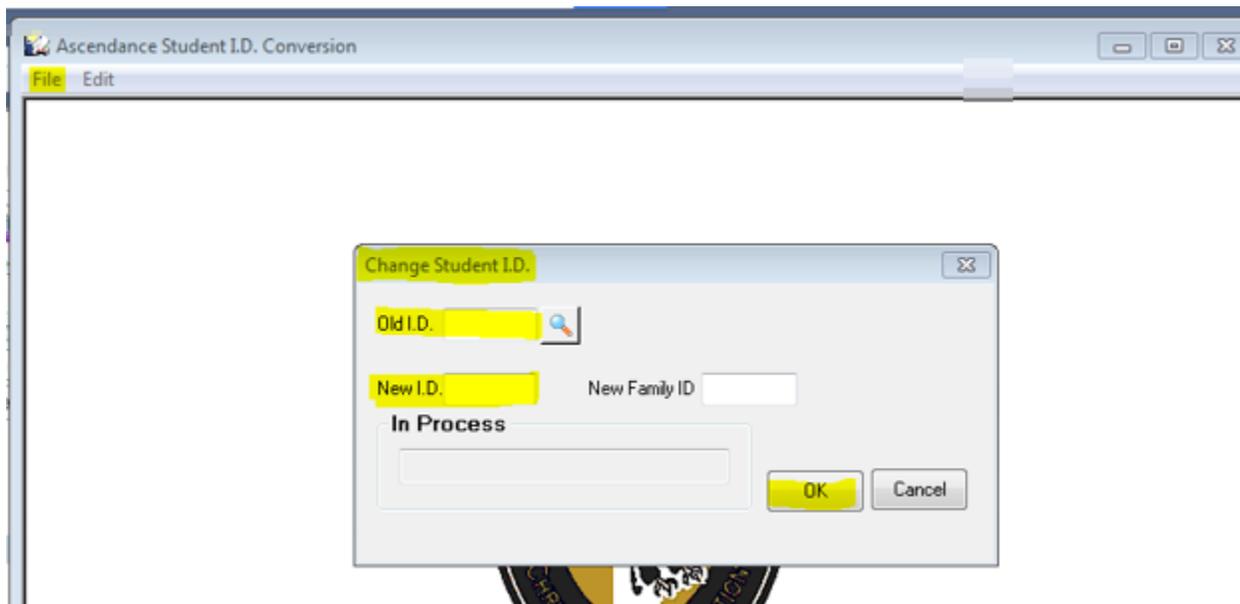# How do I change a student's ID?

For Hosted Schools, open the Support Apps folder and log into CVTID.

For Self-Hosted Schools, log into CVTID from your shortcut or from your Senior\Common folder.

Choose File > Change Student ID:

If this student has data that has been populated in modules that you do not have access rights to, you may receive an error. In this case you can have someone with the Super User login credentials perform the ID change.