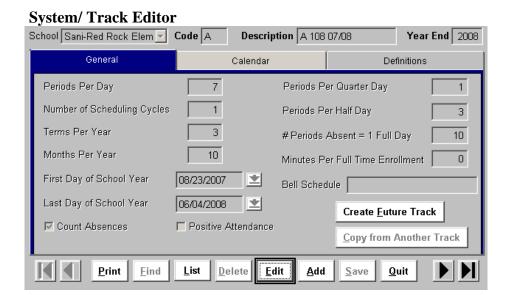# Enrolling Students in the Upcoming School Year

Scenario: A student will be attending school next year, but you want to enter him into SIS now.
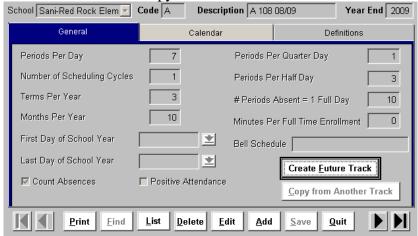
1. **Create a track for the upcoming school year**. No other New Year Initialization steps are necessary.

System/ Track Editor

This message will appear when you click the **"Create Future Track"** button.

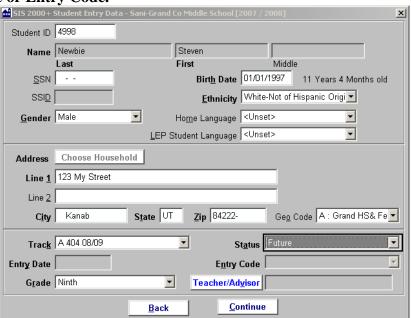The new track will be a copy of the old one, without dates.

2. Enter the student normally, via the Student Entry Data screen (clicking "New" on the Find/Add
 screen).
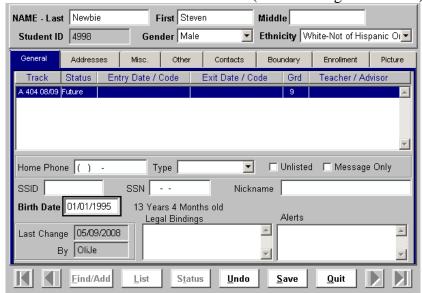
Track = next year's track
Select his Grade (as it will be in the upcoming track)
Status = Future
No Entry Date or Entry Code.

This is how it will look in the Student Editor (after clicking "Continue"):

Click on the "Save" button.

IMPORTANT:
When the Year End Process is run, this student's status will become "Active" in the new track.