

FATAL-09

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Rule: Students With Overlapping Primary Enrollment Records

Summary

This validation identifies students who have overlapping **Primary** enrollments at different schools within the same Public School Unit (PSU).

Review the student's enrollment records to determine whether the enrollment dates and statuses accurately reflect when the student ended enrollment at one school and began enrollment at the other school.

Severity

FATAL

What to Review

For each student reported in the validation, review the overlapping enrollment records.

- Search for the **student**.
- Open *Student Information > General > Enrollments*.
- Review the student's **enrollment** records for the current school year.
- Identify the **Primary** enrollments that overlap.
- Review **Start Date** and **Local Start Status** for the current enrollment.
- Review the applicable enrollment information for the previous school.
- Determine when the student stopped attending the previous school and began attending the current school.
- Compare the enrollment information with available documentation to determine whether the dates and statuses accurately reflect the student's enrollment history.

Contact the other school within the PSU, as needed, to confirm the student's enrollment timeline.

Enrollment Editor

Grade	Type	Calendar	Start Date	End Date
11	P	 26-27 Monroe High School	07/01/2026	
Start Status: E1 Init enroll - this year				
End Status:				
11	P	 26-27 Lincoln School	07/01/2026	07/18/2026
Start Status: E1 Init enroll - this year				
End Status: W1 Transfer Withdrawal				



Important: Do not change enrollment dates or statuses only to remove the overlap. The enrollment records must accurately reflect when and how the student enrolled at each school.

Recommended Action

Determine which enrollment information does not accurately represent the student's enrollment history.

Current Enrollment Start Date Is Incorrect

If the student began attending the current school on a different date than the date reported:

- Review the documentation supporting the student's enrollment.
- Open the applicable **current enrollment** record.
- Correct the **Start Date** to accurately reflect when the student began enrollment at the school.
- Confirm that the remaining enrollment information is accurate.
- Select **Save**.

Previous Enrollment Information Is Incorrect

If the current enrollment accurately reflects when the student began attending the school, review the previous school's enrollment.

- Confirm when the student stopped attending the previous school.
- Review the previous enrollment's **End Date** and **Local End Status**, as applicable.
- Determine whether the previous enrollment accurately reflects the student's enrollment history.
- Correct inaccurate enrollment information at the applicable school.

Because both schools are within the same PSU, coordinate with the applicable school when another school's enrollment record requires correction.



Important: Refer to the [SASA Manual](https://www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/student-accounting#SchoolAttendanceandStudentAccountingManualSASA-1394) (https://www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/student-accounting#SchoolAttendanceandStudentAccountingManualSASA-1394) when determining the appropriate Enrollment or Withdrawal Code. Do not change an accurate Enrollment or Withdrawal Code solely to eliminate the overlapping enrollment.

Verify the Correction

- Review the student's enrollment records again.
- Confirm that the Primary enrollment records accurately reflect the student's enrollment timeline.
- Rerun the applicable PMR FATAL Validations.
- Confirm that the student no longer appears in the FATAL-09 after the overlapping Primary enrollment has been resolved.
- Continue reviewing any remaining FATAL validation results.

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