

WARN-04

09/11/2026 5:17 pm EDT

Rule: Students With Transfer Days Override Not Equal To Zero

Summary

This validation identifies students whose enrollment has a **Transfer Days Override** greater than zero.

A Transfer Days Override may be needed when a student transfers between schools with different calendar day counts. Review the value to confirm that the override is needed and accurately reflects the applicable transfer days.

Severity

WARNING

What to Review

For each student reported in the validation, review the student's current and previous enrollment information.

- Search for the student.
- Open *Student Information > General > Enrollments*.
- Select the applicable enrollment record.
- Locate the **State Reporting Fields** section.
- Review **Transfer Days Override**.

State Reporting Fields

State Exclude

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*Admission Status

MST1: Member - Standard Day Program

Year-Round Transfer Days Override

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- Review the student's previous enrollment during the current school year.
- Compare the previous and current school calendars and enrollment dates.
- Determine whether a Transfer Days Override is needed and whether the value entered is correct.



Note: A Transfer Days Override greater than zero does not necessarily indicate an error. WARN-04 provides an opportunity to verify that the override is appropriate and accurately reflects the student's transfer.

Recommended Action

The action depends on whether the Transfer Days Override is appropriate.

Transfer Days Override Is Correct

If the student requires a Transfer Days Override and the value accurately reflects the applicable transfer days:

- Confirm the student's previous and current enrollment information.
- Confirm that the override value is accurate.
- No correction is needed.

Transfer Days Override Is Incorrect

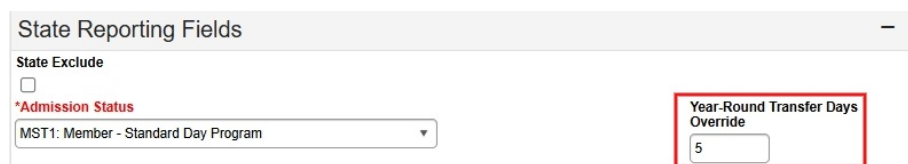
If an override is needed but the value entered is incorrect:

- Review the student's previous and current enrollment dates.
- Determine the correct number of applicable transfer days.
- Open the current enrollment.
- Locate the **State Reporting Fields** section.
- Update **Transfer Days Override** with the correct value.
- Select **Save**.

Transfer Days Override Is Not Needed

If the student's enrollment history does not support the use of a Transfer Days Override:

- Confirm that the previous and current enrollment information is accurate.
- Open the applicable enrollment.
- Locate the **State Reporting Fields** section.
- Remove the value from **Transfer Days Override**, as appropriate.
- Select **Save**.



State Reporting Fields

State Exclude
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Important: Do not remove or change Transfer Days Override only to clear the Warning. The value should accurately reflect the student's transfer circumstances.

Verify the Review or Correction

If the Transfer Days Override is correct:

- Confirm that the value has been reviewed.
- No correction is needed.
- Continue reviewing the remaining Warning validation results.

If a correction was made:

- Rerun the applicable PMR WARN Validations.
- Confirm that WARN-04 reflects the corrected Transfer Days Override.
- Continue reviewing any remaining Warning validation results.

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