

Student Enrolment Process

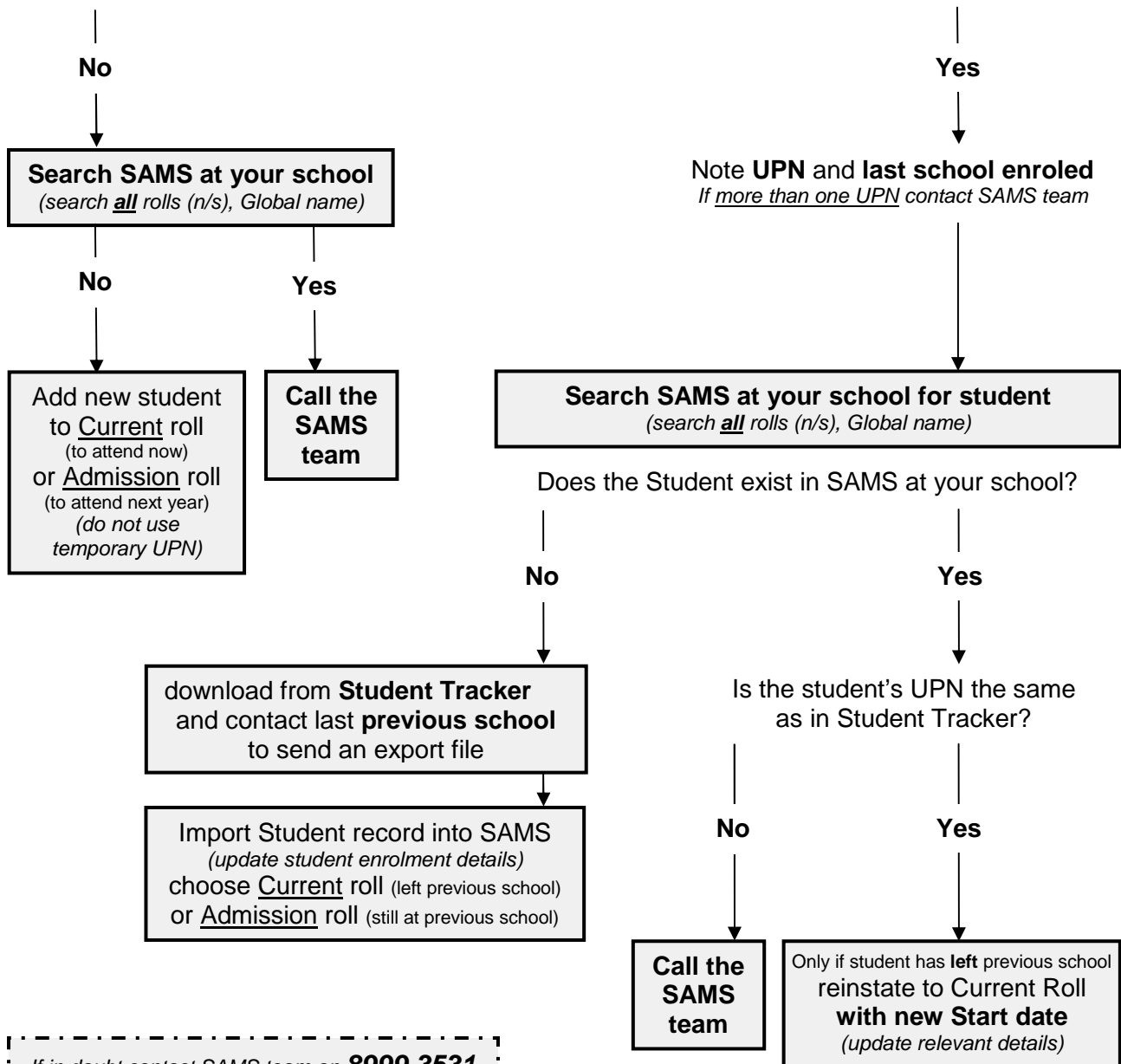
A) Enrolling student

Parent/Guardian fills in **Enrolment Form**

B) Entering student details into SAMS

Check Student Tracker (use Fuzzy Logic for name search)

Is the student listed? (ensure Date of Birth, Gender, Surname/First Name are the same as on Enrolment Form)



If in doubt contact SAMS team on **8999 3531**