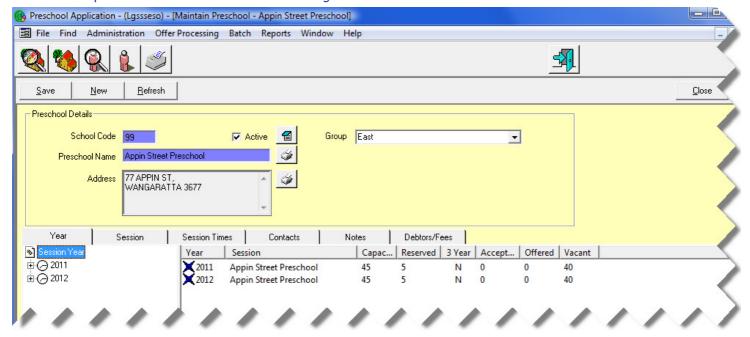


Preschool Enrolments Module

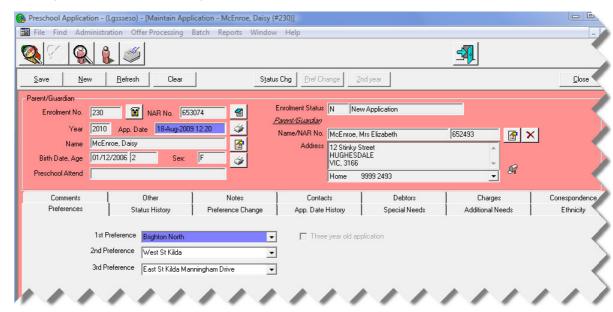
Through innovative design, the Preschool Enrolment module of our *Community Services Suite*, has dramatically reduced and simplified the administration of a complex time dependent process resulting in the orderly processing of enrolment applications.

Stores Preschool information including:

- Preschools Cater for 3yr old and 4 yr old Sessions and Session Times (if required)
- Capacity, Reserved, Offered, and Vacancies easily displayed
- Ability to record multiple contacts for a Preschool
- Unlimited Notes can be entered
- Optional interface to Finance for invoicing of Term Fees



- **New Application Wizard** for easy entry of children and their preferences
 - System checks age of child within Age Range for Year selected and double up entry of applications
 - Records history of change of preferences, change of status, change to application date automatically
 - Additional Needs/Special Needs categories defined by User can be shown on reports and in offer processing
 - Manually create offers at anytime
 - 2nd Year process for repeating applications or follow on 3yr to 4yr applications.
 - Deferrals option to easily defer children to the following year
 - Residential address and postal address for Parent
 - Unlimited Notes on each application
 - Can record child permissions and other reportable items



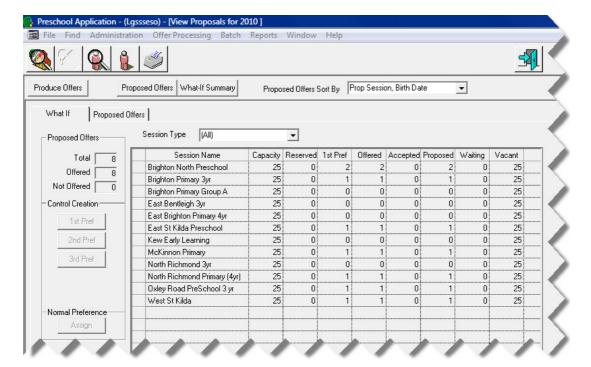


Preschool Enrolments Module

Flexible offer processing:

- Based on Date of Application Received or Child's Date of Birth
- Can offer to First preference only or All Preferences in Offer processing
- Optional Offer Priority weightings e.g. Lives in Council, Attends child Care in Council, At Risk, Early Start, New Arrival, Child with additional needs, Children with a sibling attended in the past, Child in a family with an additional needs child etc
- Application Age Can run 3yr old offers at a different time to 4yr old offers, if required
- Option to process siblings together
- Option to hold off Late applications
- Many system parameters that can be set according to your policies only requiring updating if Council policy changes.





- 'What if' offer processing facility for Mock Allocations at anytime
- Has a facility for Bulk Updating of Offer Made to Offer Accepted
- User defined colours for Application Status
- Operator Security Access to View, Modify, Create Offers and Reports
- Waiting list reports, including All Preferences or 1st Preference only
- Over 65 Comprehensive reports including Enrolment, Preschool, Statistical and Interpreter Reports

- Links to Word for ad-hoc reports, mailing labels, mail merge letters for offers etc
- Links to Excel for reports that can be emailed to Schools.
- Optional integration to Civica's Name and Address Register
- Optional interface to Debtors for billing Term fees.

Total Package

• Implementation assistance, User Training, Phone Support line, Remote access diagnostics, Maintenance/enhancement program

Technical Environment

Operating systems

 XP, Vista, Windows 7, Citrix Metaframe RDBMS

SQL Server, Informix

