

Amending the School Year

If the school year of the pupil is incorrect open the Student Tab and click on the existing class of the pupil and select the correct school year.

From Date	To Date	School Year	School	Class	Status	Ticket issued	Category	Action
29/08/2017	30/06/2018	2017/18	Loreto Secondary School, Navan (64370T)	6th Year Post Primary	Application has been Received	Yes	Concessionary	Cancel Reissue Ticket

You are changing the school, please provide details ✕

Choose the class

5th Year Post Primary ▾

< Select Here >

- 1st Year Post Primary
- 2nd Year Post Primary
- 3rd Year Post Primary
- 4th Year Post Primary
- 5th Year Post Primary**
- 6th Year Post Primary

[Continue](#) [Cancel](#)

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2017/18	Loreto Secondary School, Navan (64370T)	6th Year Post Primary	Application has been Received	Yes