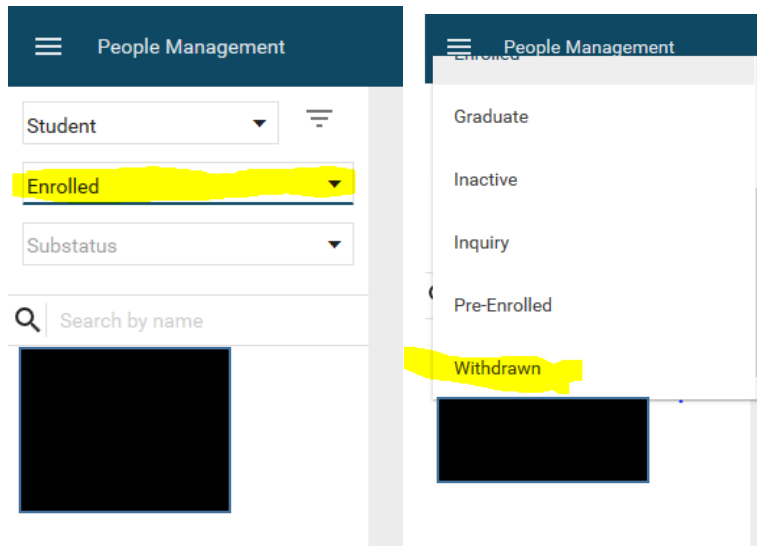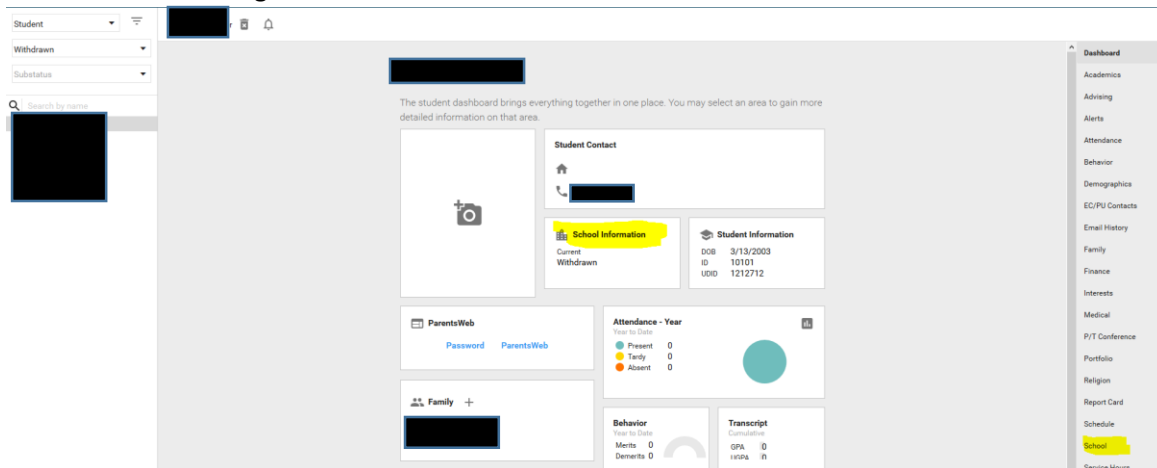# How to Enroll a Former Student

1. Log on to RenWeb
2. Go to Main Menu – Select Students(NEW)
3. Filter by withdrawn students

4. Former Student will be listed. Select student to reenroll. Click on School Information or select school in the right menu.

5. Change current status to Enroll. Choose Grade Level and Save.

6. Don't forget to visit http://dashboard.nadeducation.org to add student to your student list.

Questions? Fawn Fahrer at 503-850-3551 or fawn.fahrer@oc.npuc.org