

## Program Enrolment

NSOs can determine whether registrants are automatically enrolled, or whether there is a manual enrolment process.

## Automatic enrolments

For automatic enrolments, registrants will appear on the [Program Registrants](#) screen as "enrolled".

## Manual enrolments

Where a manual enrolment process has been selected by the NSO, the Enrolment Manager screen allows the NSO to:

- filter registrants;
- select one or more registrants; and
- enrol / unenrol them individually, or in bulk by selecting the required **Action** and clicking the **Perform Action** button.

An example program enrolment screen is shown below:

## Program Enrolment Management

[? Help on this topic](#)

Program Filter

Program:

Tournaments

Season:

2016

Organisation:

Select One

Person Filter

Person Role

ANY ROLE

☒ ANY Sub Role

☐ Select Sub Roles

Person Name

Name contains

Person ID:

Age range

Minimum:

Maximum:

Program Instance:

Alec Calvert Junior Tournament (Ven: Port Fairy Go

☐ Show disabled/expired instances.

Search

Too many participants found. Only the first 1000 are displayed. Please refine search.

**Selected Actions**

Actions: Please select bulk action... ▼ Perform Action + Add New Participant

☐ Select All ☐ Select Visible Participants Currently selected: 4

Drag a column to this area to group by it.

Quick Filter:

| Select                              | ID | Ext ID | Name | Edit | DOB | Age | Activity | Address | Status       |
|-------------------------------------|----|--------|------|------|-----|-----|----------|---------|--------------|
| <input checked="" type="checkbox"/> |    |        |      | Edit |     |     |          |         | NOT ENROLLED |
| <input checked="" type="checkbox"/> |    |        |      | Edit |     |     |          |         | NOT ENROLLED |
| <input checked="" type="checkbox"/> |    |        |      | Edit |     |     |          |         | NOT ENROLLED |
| <input checked="" type="checkbox"/> |    |        |      | Edit |     |     |          |         | NOT ENROLLED |
| <input type="checkbox"/>            |    |        |      | Edit |     |     |          |         | NOT ENROLLED |
| <input type="checkbox"/>            |    |        |      | Edit |     |     |          |         | NOT ENROLLED |
| <input type="checkbox"/>            |    |        |      | Edit |     |     |          |         | NOT ENROLLED |
| <input type="checkbox"/>            |    |        |      | Edit |     |     |          |         | NOT ENROLLED |
| <input type="checkbox"/>            |    |        |      | Edit |     |     |          |         | NOT ENROLLED |
| <input type="checkbox"/>            |    |        |      | Edit |     |     |          |         | NOT ENROLLED |