CollegeBoard

SSD Online

Student Transfer



Transfer In at a Glance

SSD Coordinator Journey



Identify Student

SSD Coordinator identifies student that needs to be transferred

Collect Student Info

Gathers SSD ID or student first and last name, Date of Birth, old AI, and address

Transfer Student

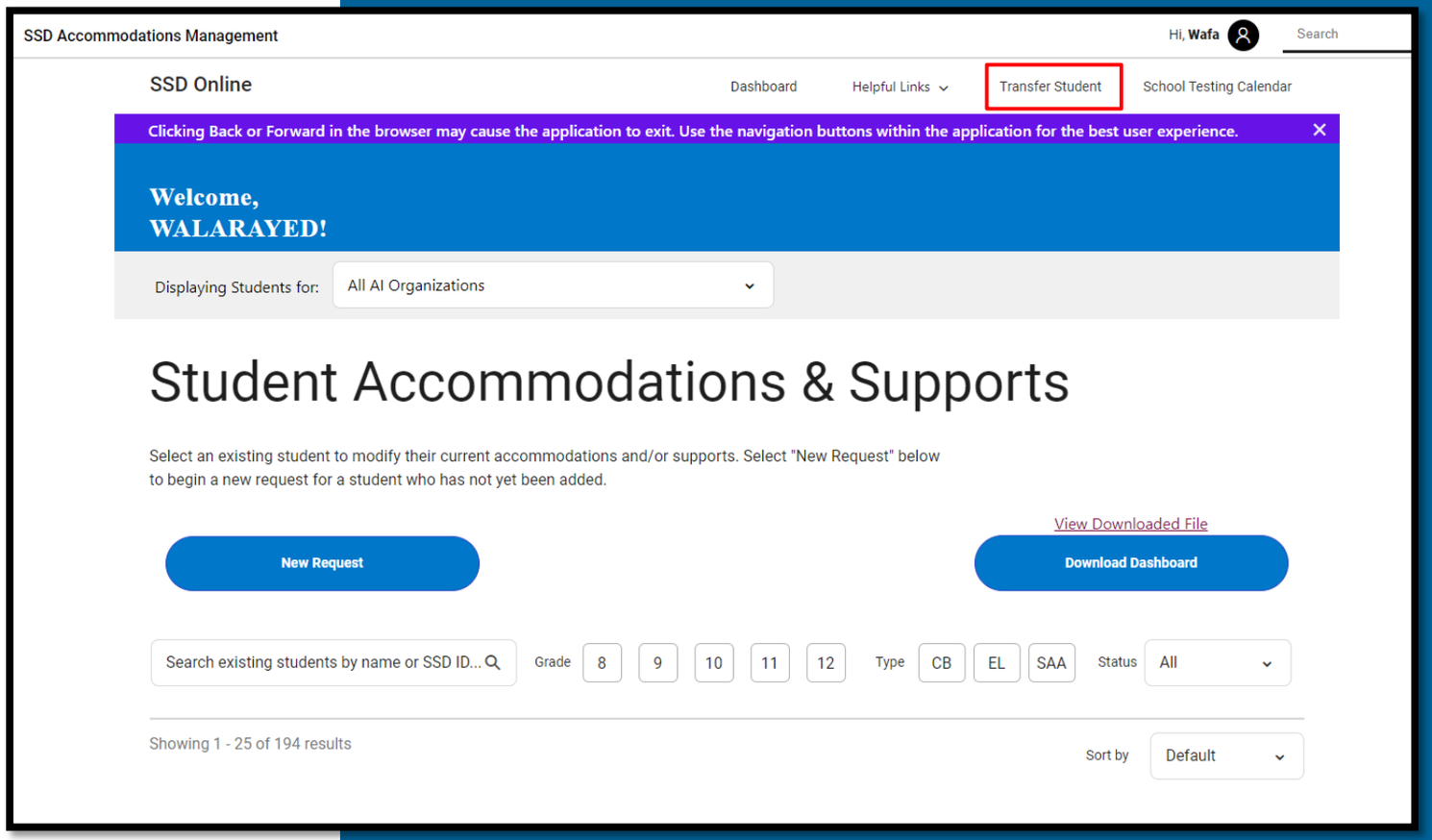
In SSD Online, SSD Coordinator selects Transfer Student and completes flow

Submit Request

Confirms student is now on the Dashboard and submit accommodation request

Transfer Student

Select Transfer Student on the dashboard

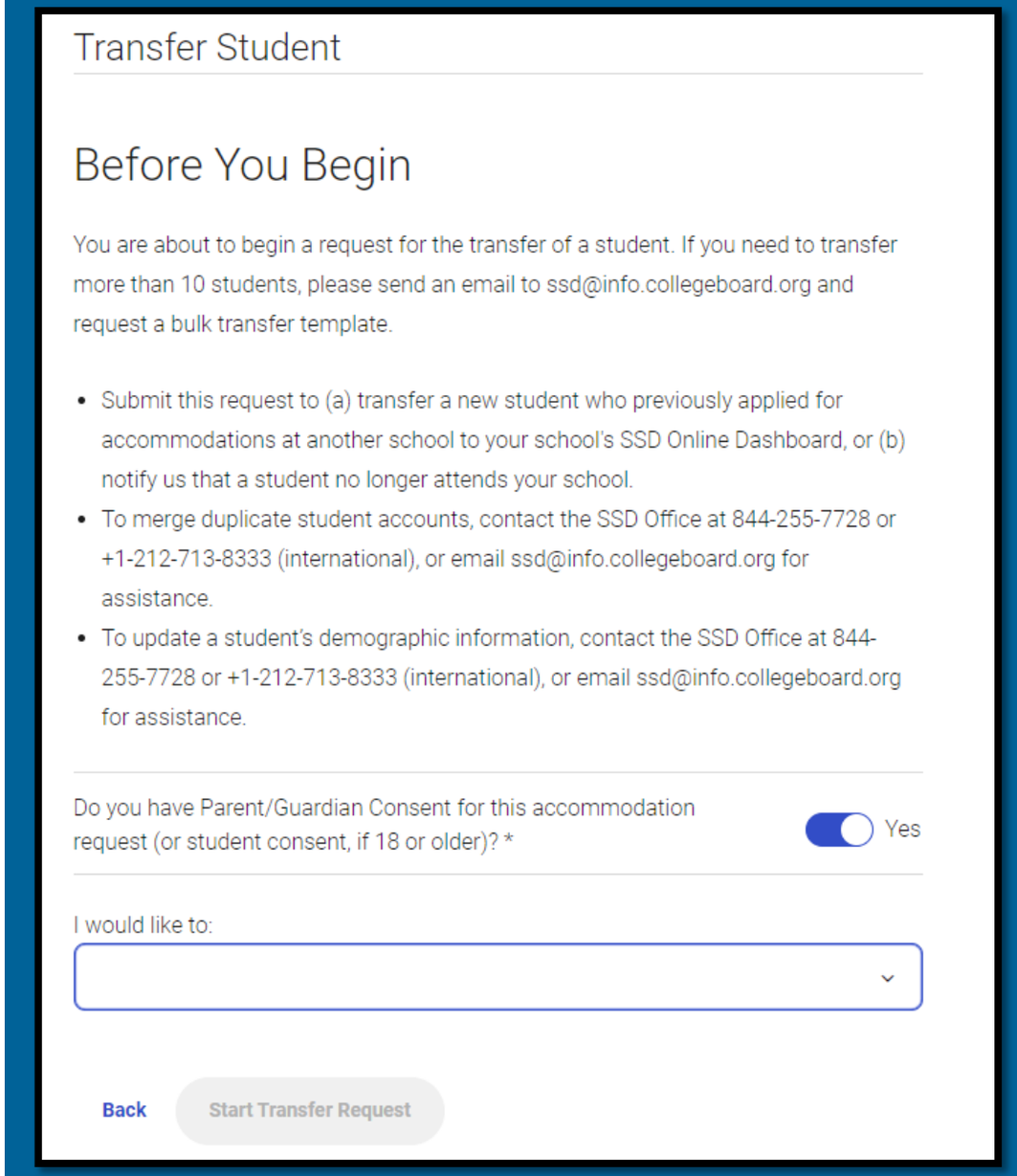


Transfer Student- Continued

Indicate parent consent

From the dropdown, select

- Transfer student to the school
- Transfer student from the school



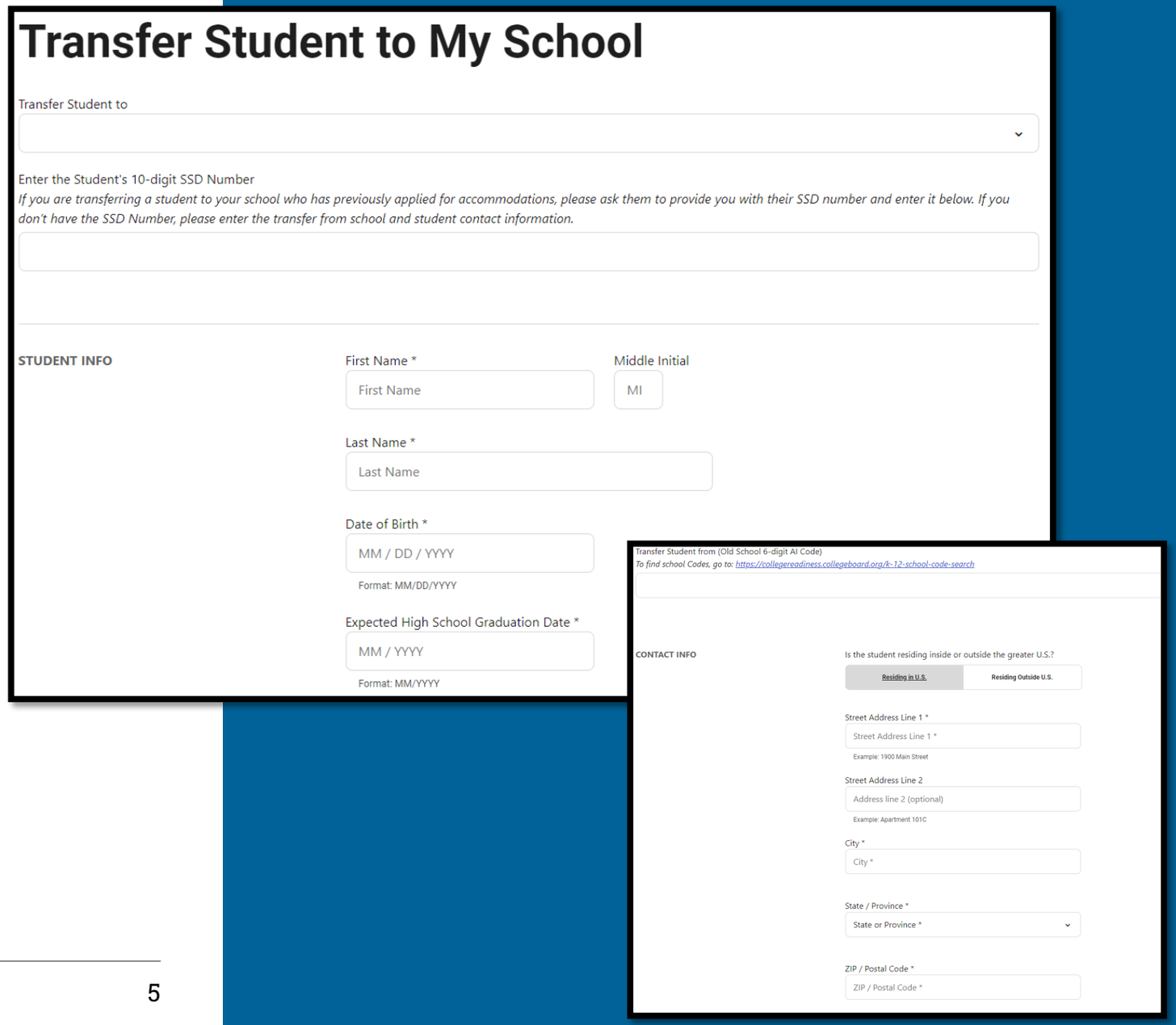
Transfer Student to My School

Coordinator has the student's SSD ID

- Student info (first and last name, date of birth, and graduation date) is required
- SSD ID & DOB have to be an exact match

Coordinator doesn't have the student's SSD ID or student doesn't have an SSD ID

- Student info (first and last name, date of birth, and graduation date) and address are required
- DOB has to be an exact match



Transfer Student to My School- Continued

- **Select student for Transfer**
- **Confirm the transfer**
- **Once the transfer is processed, student is on the dashboard**

