Adding a Case Manager
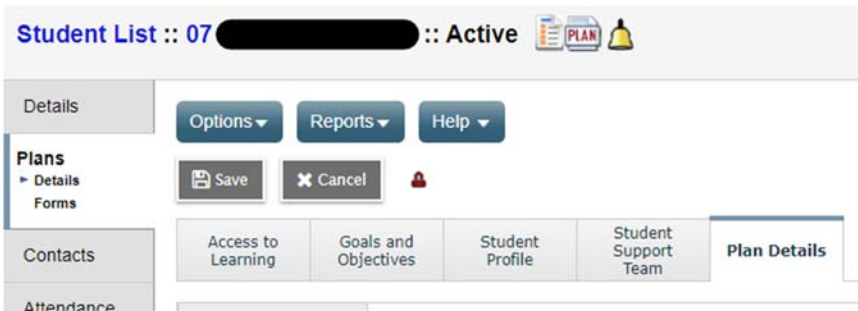

Student Services View > Student Top Tab

1. Select the student
2. Plans Side Tab > Details

3. Click on the **Student Support Team** sub-top-tab

4. Click Add

5. Use the pick list 🔍 below the Usual Last to select the Case Manager
6. Use the pick list below Role to select the Role
7. Save