



Oneida-Herkimer-Madison BOCES

P.O. Box 70 • 4747 Middle Settlement Road • New Hartford, NY 13413-0070
www.oneida-boces.org

Please note, all students registering for Alternative Education and 6:1:2 programs are required to use the schooltool data transfer feature. This enables districts to view the following:

- Attendance
- Marking Period Grades
- Transcripts

If you have any new or additional staff who have not been authorized for this process, please email their names to Mary Lourdes Tangorra (mtangorra@oneida-boces.org).

Aside from the student data transfer, the registration process remains the same. Districts must continue to submit an intake application and all supporting documentation.

To transfer a student:

- Pull the student's record up in schooltool Census.
- Click two pieces of paper at upper left (Transfer Student Data).



- Select Oneida Herkimer Madison BOCES, click Transmit, check MSA Intake, check MSA Intake again, and then Transmit.

