

How to Search Students State wide

Statewide Student Enquiry is available for student welfare and audit users

How to search a new student who has attended a DET school in NSW at either primary or secondary level:

- Click **Statewide Student Enquiry** option
- Complete a registration search
- Select the **View Registration** button based on the outcome of the search

The screenshot displays the 'Statewide Student Enquiry' application. On the left is a navigation menu with options: 'General Functions', 'My Reports', 'My Profile', and 'Log off'. The main window is titled 'State Wide Student Search' and contains a 'Search Details' form. The form includes the following fields:

- Search Option: Student (dropdown menu)
- *Family Name: (text input field)
- *Given Name: (text input field)
- Other Name: (text input field)
- *Gender: Unknown/Not Provided (dropdown menu)
- Date Of Birth: (text input field with a calendar icon)
- Student Registration Number: (text input field)

Below the form is a 'Go' button. A red asterisk (*) indicates mandatory fields. A legend at the bottom states: '*Indicates mandatory field.'

To Complete a Registration Search


- Access the **State Wide Student Search** from the **Statewide Student Enquiry** Menu option
- Enter the family name, given name, gender and date of birth
- To commence the search, click the **GO** button

Link to the appropriate registration pathway to take:

- **Deep Search** – have a wider range of search against the students name
- **Filter Search** – have more criteria apply a narrower range of search against the student details
- **View Registration** – view selected student details

If **no records match** you can either refine the data (check names e.g. Bob may be Robert), and ensure the DOB is correct. Or click the **Deep Search** button to have a wider search against the student name

 **No records match selection criteria - please refine search criteria.**

State Wide Student Search 

Search Details


Search Option :

*Family Name :

*Given Name :

Other Name :


*Gender :


Date Of Birth : 


















Student Registration Number :

*Indicates mandatory field.

If **more than one** record is matching, click the **Filter Search** button to input additional information to narrow down the records

 **More than maximum allowed records were found, returning first [6] records of [104] records found. Please narrow search**

Registration Search Result 

Student Name	SRN	Date of Birth	Gender	Match Rating
 Smith, Anne Maree Family : Mrs Amanda Smith  Mother: Smith, Amanda; Father: Smith, Malcolm BOORAL 2425 Australia	433810473	28/06/2001	Female	
<input type="button" value="View Registration"/>				
 Smith, Anne Maree Family : Mr & Mrs Smith  Mother: Smith, Amanda Mary; Father: Smith, Malcolm John KARUAH 2324 Australia	435201172	28/06/2001	Female	
<input type="button" value="View Registration"/>				
 Smith, Hannah Family : Mr & Mrs R Smith  Mother: Smith, Janet Angela; Father: Smith, Richard ST IVES 2075 Australia	400043035	07/06/1991	Female	
<input type="button" value="View Registration"/>				
 Smith, Annalisa Family : Mr And Mrs Smith  Mother: Smith, Lolita; Father: Smith, Martin PADSTOW 2211 Australia	429138698	08/10/1999	Female	
<input type="button" value="View Registration"/>				
 Smith, Annabelle Adrian Family : Mr And Mrs Smith  Mother: Smith, Amanda Louise; Father: Smith, Glenn Leslie BROULEE 2537 Australia	429439299	10/06/2002	Female	
<input type="button" value="View Registration"/>				
 Smith, Sarah Annette Unknown/Not Provided XXXX Unknown/Not Provided	429233151	08/06/1997	Female	
<input type="button" value="View Registration"/>				




Click the **View Registration** button to view the student information

Family Details	Student Details	Others	Reg. His.	Search
				

Student Personal Details	
*Family Name : <input type="text" value="Smith"/>	Gender : <input type="text" value="Female"/>
*Given Name : <input type="text" value="Anne"/>	*Date of Birth : <input type="text"/>
Other Name : <input type="text"/>	Country of Birth : <input type="text" value="AUS - Australia"/>
Preferred Family Name : <input type="text" value="Smith"/>	Religion : <input type="text" value="XXX - Unknown/Not Provided"/>
Preferred Given Name : <input type="text" value="Anne"/>	Aboriginal or Torres

NOTE:

If the student record does not have the **View Registration** button, it means the student is a NON-Gov student, who has not been registered into a DET schools. For example

 Smith, Sarah Annette 429233151	08/06/1997	Female 
 Unknown/Not Provided XXX Unknown/Not Provided		Sacred Heart School
<input type="button" value="Back"/> <input type="button" value="Filter Search"/>		