

ACADEMIC CENTRAL

Overview

The Academic Central Module, integrated with Business Central, streamlines access to student information and manages admissions and registrations. It offers a configurable fee structure for different branches and classes, handles fee invoicing and payments, and manages student promotions and withdrawals.






Seamlessly integrated with the Financials module, it eliminates the need for duplicate data entry. Business Central also provides various management reports for comprehensive data analysis.

Registration



The registration card allows users to input comprehensive student information, including personal details, documents, parent information, curriculum, and joining class.

If registration is completed through a website or third-party application, this data can be integrated into Business Central using an API.

Registration Card





✓ Saved 

APP0012

New
 Receive
 Create Application For Existing Students
More options

General

<p>Application No APP0012 ⋮</p> <p>ESIS No.</p> <p>UID No. UID7845235</p> <p>UID Expiry Date(DD/MM/YYYY) 6/23/2021 📅</p> <p>First Name Sam</p> <p>Middle Name H</p> <p>Surname Smith</p> <p>Birth City Dubai ⌵</p> <p>Birth Country UAE ⋮</p> <p>Citizenship Name UK ⋮</p> <p>Class JUM-GR1 ⌵</p> <p>Global Dimension 1 Code GR-JUM</p> <p>Global Dimension 2 Code JUM-GR1</p>	<p>Months 3</p> <p>Gender Male ⌵</p> <p>Religion Christian ⌵</p> <p>Student No. ⌵</p> <p>Sibling Student No. ⌵</p> <p>EID No. 98765432345678</p> <p>Residency Expiry Date(DD/MM/YYYY) 6/23/2024 📅</p> <p>Passport No. 98765990009</p> <p>Passport Expiry Date DD/MM/YYYY 6/23/2024 📅</p> <p>Joining Date(DD/MM/YYYY) 2/1/2024 📅</p> <p>Ethnicity ⌵</p> <p>Curriculum MONTESSORI ⌵</p> <p>Previous School</p>
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This application is received when confirmed and is updated into the Registration Cash Receipt List.

Student Registration - Cash Receipt Card ✓ Saved

APP0009

New ↶ Re Send ➕ Create New Student and Admit ⋮ More options

<p>Application No APP0009</p> <p>Student No.</p> <p>ESIS No. 4566</p> <p>UID No. 31984006789</p> <p>UID Expiry Date 12/19/2026</p> <p>First Name Layan</p> <p>Middle Name</p> <p>Surname Tariq Abu Dayeh</p> <p>Birth City USA</p> <p>Date Of Birth 12/5/2019</p> <p>Age 4</p> <p>Months 2</p> <p>EID No. 234567890</p> <p>EID Expiry Date 12/19/2026</p> <p>Birth Country USA</p>	<p>Citizenship Name USA</p> <p>Gender Male</p> <p>Religion Christian</p> <p>Passport No. PA23456789</p> <p>Passport Expiry Date 12/5/2026</p> <p>Ethnicity</p> <p>Joining Date 6/26/2022</p> <p>Previous School</p> <p>Staff Child <input type="checkbox"/></p> <p>Fee Classification</p> <p>Staff Code</p> <p>Global Dimension 1 Code GR-BARSHA</p> <p>Global Dimension 2 Code BARSHA-C01</p> <p>Section</p>
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Location, Class & Fees

Academic Year 2023-2024	Class BARSHA-C01
Location Code GR-BARSHA	

Fee Structure

The fee structure is configurable, allowing for the easy addition of various fee components by branch, class, and academic year.

Discounts can be effortlessly applied to both the parent and individual students through a corporate master list, supporting various discounts such as Early Bird, Sibling, Corporate, and more.

Location Code ↑ ▼	Academic Year ↑	Class ↑ ▼	Fee Components Code ↑	Fee Components Description	Fees Classification ↑	Amount	Fees collected As	Re
→ GR-JUMEIRA	2023-2024	JUM-GR1	REGISTRATION	Registration	REGISTRNT1	1,250.00	Registration	
GR-JUMEIRA	2023-2024	JUM-GR1	TERM1	Term 1	TERM1	7,300.00	Term	
GR-JUMEIRA	2023-2024	JUM-GR1	TERM2	Term2	TERM2	6,300.00	Term	
GR-JUMEIRA	2023-2024	JUM-GR1	TERM3	Term 3	TERM3	6,300.00	Term	
GR-JUMEIRA	2023-2024	JUM-GR2	REGISTRATION	Registration	REGISTRNT1	1,250.00	Registration	
GR-JUMEIRA	2023-2024	JUM-GR2	TERM1	Term 1	TERM1	7,300.00	Term	
GR-JUMEIRA	2023-2024	JUM-GR2	TERM2	Term2	TERM2	6,300.00	Term	
GR-JUMEIRA	2023-2024	JUM-GR2	TERM3	Term 3	TERM3	6,300.00	Term	

Select - Discount Master List		
Code ↑	Description	Discount %
CORPORATE	Corporate	20.00
→ EARLYBIRD	Earlybird	5.00
SIBLING	Sibling	10.00
STAFF	Staff	50.00

Student Onboarding

Confirmed registrations are converted into student records. The Student Master includes comprehensive information about the student, parents, and class, serving as the starting point for invoicing and fee payment processing.

The Student Master links to the Parent/Guardian Master, applicable fee structure, Student Ledger, and Parent/Guardian Ledger.

Student Card

JUM001

[New](#)
[Home](#)
[Reports](#)
[More options](#)

[* Edit Parent](#)
[* Fees Structure](#)

First Name Zain

Middle Name Osama Mohamed Baqer

Surname Altajer

Birth City Dubai

Birth Country United Arab Emirates

Gender Male

Date Of Birth 9/14/2017

Division Code

Age 6

Month 6

Joining Class JUM-GR1

Joining Term Term 2

Admission Date 1/27/2023

No. of Siblings 0

Branch Code GR-JUM

Class Code JUM-GR1

Type Existing

TC Applied

Withdrawal Date

Location, Class & Fees

Academic Year 2023-2024

Location Code GR-JUMEIRA

Responsibility Center

Class JUM-GR1

Class Name Jumeirah Grade 1

Discount Code EARLYBIRD

Session Timings 0

Balance 1,250.00

Father

Father EID

Father Full Name Osama Mohamed Baqer Altajer

Father Home Address Khalifa city A

Father Home Add. City Dubai

Father Work Add. Country AE

Father E-mail @.com

Father Mobile

Father W. Phone

Mother >

Guardian >

Medical Details >

Extra Informations >

Invoicing

Fee invoices can be generated directly from the Student Master, with fees automatically assigned based on the student's class. The discounts are applied automatically.

Sales Quote/Sales Invoices are generated based on the selected fees. The system can be configured to generate bulk invoices for a period.

Draft Invoices/Proforma Invoices and Tax Invoices can be generated and can be either downloaded or emailed to the parents.

Fees Select to Collect ✓ Saved

|
 + New
Edit List
Post Misc Fees
Post Fees |
 More options

Student No. ↑ ▼	Fee Components Code ↑	Amount	Fees collected As ▼	Fees Classification	Select to Collect
JUM001	REGISTRATION	1,250.00	Term	REGISTRNT1	<input type="checkbox"/>
JUM001	TERM1	7,300.00	Term	TERM1	<input checked="" type="checkbox"/>
JUM001	TERM2	6,300.00	Term	TERM2	<input checked="" type="checkbox"/>
→ JUM001	⋮ TERM3	6,300.00	Term	TERM3	<input checked="" type="checkbox"/>

Sales Invoice + ✓ Sa

SI/24/016 · Osama Mohamed Baqer Altajer

[Home](#) [Prepare](#) [Print/Send](#) [Request Approval](#) [Invoice](#) | [More options](#)

Post | Release | ▼

General

Customer Name	Osama Mohamed Baqer Altajer	VAT Date	5/19/2024
Contact		Due Date	5/19/2024
Document Date	5/19/2024	Status	Open
Posting Date	5/19/2024		

Lines [Manage](#) Line

Select items...
 Suggest sales lines
 New Line
 Delete Line

Type	No.	Item Reference No.	Description	Location Code	Quantity	Unit of Measure Code	Unit Price Excl. VAT	Line Discount %	Line Amount Excl. VAT
→ G/L Account	⋮ 410101		Term 1	GR-JUMEIRA	1		7,300.00	5	6,935.00
G/L Account	410101		Term2	GR-JUMEIRA	1		6,300.00	5	5,985.00
G/L Account	410101		Term 3	GR-JUMEIRA	1		6,300.00	5	5,985.00

Subtotal Excl. VAT (AED)	18,905.00	Total Excl. VAT (AED)	18,905.00
Inv. Discount Amount Excl. VAT (AED)	0.00	Total VAT (AED)	0.00
Invoice Discount %	0	Total Incl. VAT (AED)	18,905.00

Fee Collection

Fee collection is initiated from the Student Master into a Fee Receipt Journal, where received payments are applied to the issued invoices.

General Journals ✓ Saved

Batch Name:

[Manage](#) | [Home](#) | [Request Approval](#) | [Line](#) | [Incoming Document](#) | [Page](#) | [More options](#)

[Post](#) | [Get Standard Journals...](#) | [ReNUMBER Document Numbers](#) | [Reconcile](#) | [Apply Entries...](#)

Posting Date	VAT Date	Document Type	Document No.	Account Type	Student No.	Account No.	Description	Currency Code	Amount	Amount (LCY)	Bal. Account Type	Bal. Account No.	Applies-to Doc. Type	Applies-to Doc. No.
5/19/2024	5/19/2024	Payment	GJNL/24/004	Customer	JUM001	C016	Osama Mohamed Ba...		-10,000.00	-10,000.00	Bank Acco...	B010	Invoice	PSI/24/014

Promotion

The promotions feature allows for the advancement or transfer of students between classes or branches.

Promotion Suggestion Header ✓ Saved

PRM/24/004

[Suggest](#) | [Promote](#) | [More options](#)

General

Code: Description:

Class Code: No. of Student Promoted:

Academic Year:

Promotion Suggestion subform ✕ Delete Line

Student No.	Student Name	Class Code ↑	Section Code	Result	Pass %	Marks Obtained	Promoted Class	Promoting Academic Year	Prom...
→ JUM001	Zain Osama Mohamed Baqer Altajer	JUM-GR1		Passed and Pr...	0.00	0.00	JUM-GR2	2024-2025	<input type="checkbox"/>
JUM003	Clark Kent	JUM-GR1		Passed and Pr...	0.00	0.00	JUM-GR2	2024-2025	<input type="checkbox"/>

Withdrawals

Students withdrawing from the institution can be removed from the active student register through the Transfer Certificate Issuance Process, which records withdrawal dates and reasons.

Any outstanding balance is highlighted for clearance or action before issuing the transfer certificate.

Transfer Certificate Card

✓ Saved

TC005

New
More options

General

TC No.	<input type="text" value="TC005"/>	Age	<input type="text" value="6"/>
Student No.	<input type="text" value="JUM001"/>	Branch Code	<input type="text" value="GR-JUM"/>
Class	<input type="text" value="JUM-GR1"/>	Class Code	<input type="text" value="JUM-GR1"/>
Section	<input type="text"/>	Parent Balance	16,150.00
Academic Year	<input type="text" value="2023-2024"/>	Student Balance	16,150.00
Date of Birth	<input type="text" value="9/14/2017"/>		

Transfer Certificate

Withdrawal date	<input type="text" value="6/30/2024"/>		Reason for Leaving	<input type="text" value="LEAVING"/>
Date of Issue	<input type="text" value="6/30/2024"/>		Remarks	<input type="text"/>
Conduct	<input type="text" value="Good"/>			

Inventory

The institution's inventory, including items like uniforms, books, and stationery, can be efficiently managed through the inventory module. This allows for easy processing of purchases, issuances, and sales.

Item Card✓ Saved

I0021 · Boys Polo Shirt

[Home](#)
Request Approval
Item
Prices & Discounts
More options

Copy Item
 Adjust Inventory
 Create Stockkeeping Unit
 Apply Template

Item

Show more

No.	<input type="text" value="I0021"/>	...	Base Unit of Measure	<input type="text" value="PCS"/>
Description	<input type="text" value="Boys Polo Shirt"/>		Item Category Code	<input type="text" value="UNIFORMS"/>
Blocked	<input checked="" type="checkbox"/>		Variant Mandatory if Exists	<input type="text" value="Default (No)"/>
Type	<input type="text" value="Inventory"/>	v	Exclude From Service Declaration	<input type="checkbox"/>

Inventory

Show more

Shelf No.	<input type="text"/>	Stockout Warning	<input type="text" value="Default (Yes)"/>
Inventory	<input type="text" value="100"/>	...	Unit Volume
Qty. on Purch. Order	<input type="text" value="0"/>		<input type="text" value="0"/>
		Over-Receipt Code	<input type="text"/>

Reporting

Business Central offers access to numerous reports across various areas, including key reports such as Aged Accounts Receivable, Aged Accounts Payable, and configurable financial reports.

The system can also generate and email both the Statement of Account for individual students and the Consolidated Statement of Account for parents or guardians.

Student Statement of Account

Statement						
Document Date			05/19/24			
Statement			1			
Starting Date			01/01/24			
Ending Date			05/19/24			
Osama Mohamed Baser Altajer Khalifa city A						
Academic						
Phone No.						
Posting Date	Document No.	Description	Due Date	Original Amount	Remaining Amount	Running Total
Entries AED						
03/14/24	PSI/24/009	Invoice SI/24/009	03/14/24	1,250.00	1,250.00	1,250.00
05/19/24	PSI/24/014	Invoice SI/24/016	05/19/24	19,900.00	4,900.00	21,150.00
05/19/24	CRJ/24/002	Osama Mohamed Baser Altajer	05/19/24	-5,000.00	0.00	16,150.00
05/19/24	PSI/24/015	Invoice SI/24/017	05/19/24	19,900.00	19,900.00	36,050.00
05/19/24	GJNL/24/004	Osama Mohamed Baser Altajer	05/19/24	-10,000.00	0.00	26,050.00
					Total AED	26,050.00
Posting Date	Document No.	Description	Due Date	Original Amount	Remaining Amount	
Overdue Entries AED						
03/14/24	PSI/24/009	Invoice SI/24/009	03/14/24	1,250.00		1,250.00
					Total AED	1,250.00
Aged Summary by 05/19/24 (1M+CM by Due Date)						
	05/01/24	04/01/24	03/01/24	02/01/24	..before	
	05/19/24	04/30/24	03/31/24	02/29/24		
AED	0.00	0.00	1,250.00	0.00	0.00	

Parent/Guardian Statement of Account

Customer - Detail Trial Bal.							05/19/24
Period:							Page 1
Academic							BC
This report also includes customers that only have balances.							
Customer: Guardian EID: MEID989888							
Posting Date	Document Type	Document No./ External Doc. No.	Description	Amount	Remaining Amount	Balance (LCY)	Due Date
C013 Mary Jane							0.00
03/01/24	Invoice	PSI/24/002 /	Invoice SI/24/001	1,700.00		1,700.00	03/01/24
03/13/24	Invoice	PSI/24/008 /	Invoice SI/24/007	17,500.00	6,700.00	19,200.00	03/13/24
03/15/24		GJNL/24/002	Mary Jane	-3,000.00		16,200.00	03/15/24
05/08/24	Payment	GJNL/24/003	Mary Jane	-10,000.00		6,200.00	
05/10/24	Invoice	PSI/24/010 /	Invoice SI/24/012	17,500.00	17,500.00	23,700.00	05/10/24
05/14/24	Payment	C013	Mary Jane	-6,000.00		17,700.00	
05/15/24	Invoice	PSI/24/011 /	Invoice SI/24/013	6,500.00		24,200.00	05/15/24
05/15/24	Invoice	PSI/24/012 /	Invoice SI/24/014	17,500.00	17,500.00	41,700.00	05/15/24
05/16/24	Invoice	PSI/24/013 /	Invoice SI/24/015	17,500.00	17,500.00	59,200.00	05/16/24
Mary Jane						59,200.00	
Total (LCY) Before Period						0.00	
Total (LCY)				59,200.00		59,200.00	