Financial- How to add a coupon for a specific program/room assignment

From the family record select the child tab, then go to the program/room assignment option.

On the Program/Room assignment screen, select the scissors icon.

Disco	unt				S	etup	Disco	unt	S	pecia	al Room Note			
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		Deem	Dedau Cha											
Ac	tive	Room	Assignments - Parker, Cha	se										
		Active	Poom	Effective Date	End Date	M	T	W	R	F	Rate	Override	Semester	C
		Active	NUUIII	2										
		Active	Teddler O., Detabarry								AE1-			
		Active	Toddler 2 ~ Rainbow	01/09/2019	12/24/2024	_	_	_	_	_	AE1- Toddlers/Young			

A coupon can be added to a specific program/room assignment, this means that the coupon will ONLY apply to the selected schedule.

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iments - Parkei		С	oupons for	Chase Parker: Toddler 2							
m			Status	Coupon	Amount	Start	End				
dler 2 ~ Rainb		×	Apply Date Pending	Referral3wk (fall 17 promo)	\$195.00	11/01/2017	01/05/20				•
andria			Approved	Referral-5thwkfree	\$50.00	07/01/2017	07/28/20			U	õ
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	C	oup	on to Apply								
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Date											
/2018						Ар	ply Cance	ł			
	Scheduled Attendance					Expected Arrival Ex				ture	

General Rules:

• Only coupons that are available/active are loaded in the "Coupon to Apply" drop-down

- Some coupons require a specific redemption code that the user must enter for it to apply
- Some coupons have a fixed amount for these, the Coupon Amount field is read-only
- If a coupon allows an "Apply On Date" and the user enters a date other than today, it will go into "Apply Date Pending" status. A batch job, "CouponApplyBatch", runs and approves these types of coupons
- Coupons applied here are different than the ones from Family Financial in that they are associated directly to a child PRA
- If the scissors icon is clicked and there are no coupons available a message pops up explaining this
- For split families, if "Split Coupon Amount between Parents" is set to Yes, there is no parent sponsor drop-down shown and both parents will have the coupon applied to their ledgers. This option is only shown if there are 2 paying sponsor parents in the split family (sponsor = Yes and paying percentage is greater than zero).

Coupons are set up under Setup > Rates > Actions > Setup Coupons.