

Prevent Makeups from being Scheduled in a Class

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When you track absences and you allow makeups, you may not want to open up all of your classes for makeups. There may be some classes you don't want students to be able to schedule a makeup in. For example, you allow makeups to be scheduled in your recreational classes but not your team classes.

In the *Class* record on the *Summary* tab, the **Allow Makeups in Class** setting can be used to prevent makeups from being scheduled into it.

The screenshot shows the 'Class' record for 'Cheer-Team - Adv - M'. At the top, there are buttons for 'SAVE CHANGES' and 'DELETE'. Below these are navigation tabs: 'Class Roll', 'Enroll Student', 'Email/Text Class', 'Enter Absences', and 'Absence/Attendance'. The 'Summary' tab is selected and highlighted. Underneath the tabs, there are fields for 'Class Name' (Cheer-Team - Adv - M), 'Location' (EDU), 'Room', and 'Session' (2022). A horizontal line separates the top section from the settings section. In the settings section, there are several dropdown menus: 'Allow Online Registration' (Yes), 'Allow Portal Enrollment' (Yes), 'Allow Trial Enrollment' (No), and 'Allow Makeups in Class' (No). The 'Allow Makeups in Class' dropdown is highlighted with a yellow box. Below these are fields for 'Class ID', 'Virtual Class / Video Link URL' (Link to Zoom, Youtube etc.), and 'Virtual Class / Video Link Text' (Optional link text).

When a class is created, this setting defaults to **Yes**, allowing students to be scheduled into makeup classes in it. Users with the **User Permission** *Edit Class Summary Tab* (*Classes* category) can change the setting to **No** to prevent makeups.

Tips

- Use **Edit All Classes** to update the Allow Makeups in Class setting for multiple classes at once.
- List classes based on whether or not they allow makeups using the Allow Makeup in Class filter on the **All Classes** page.
- The Allow Makeups in Class setting will only display on the *Class* record > *Summary* tab if:
 - Jackrabbit is set to **track absences**

AND

- *Eligibility for Absences* is set to either *Select with Each Absence* or *Always Allow Makeups* in your [Organization Default Settings - Makeup Settings](#)
