How to Pool a currently Allocated Device

Overview

The only times an allocated device can be pooled are:

- The students registration status is “Enrolled (Leaving)” or “Left” (any variations)
- The RTSO has expressly overridden the normal rule

Work Instructions

If student status is not “Enrolled (Leaving)” or “Left” then normal rule for the pooling of a currently allocated device RTSO should be overridden. To do this, please follow the instruction:

How to override the normal rule for the pooling of a currently allocated device

If student registration has status “Enrolled (Leaving)” or “Left” or normal rule for this student successfully overridden then TSO can return the device to pool by following the instruction:

How to pool a currently allocated device (on device management)