

MEMORANDUM

TO: SUNS Coordinators

FROM: Dan Ralyea
Chief Information Officer

DATE: January 22, 2025

RE: Near Match Resolution in SUNS

We are pleased to announce the new Near Match Resolution Guide on the agency website under Data > Information Systems > Student Unique Numbering System. Important items to note when resolving near matches include:

- Early childhood students are already being entered into the SUNS application. It is possible the near match indication you receive when enrolling a child in kindergarten is actually a match. Please do not automatically assign a new SUNS number to these children.
- Near Match Resolution should occur on the Near Match Compare page, NOT the Resolve Near Matches / Duplicates page. The Near Match Compare page shows the full student record with differences highlighted.
- Check the District information under Location/Enrollment in the master record to see if the child was previously enrolled in an early childhood program.

Should you have questions, contact Dan Ralyea at dralyea@ed.sc.gov.