Other statuses may be applied to registrants. Think of these as a type of identifier being applied to registrants to single them out from other participants e.g. volunteer. Registrants may be filtered based on the other status applied.

**Custom (create) a new status**

- In the event management area, select the **Registration** module and then the **Setup** tab.
- In the **Custom statuses** field enter a value e.g. volunteer and click **add status**.

  ![Registration module screenshot](image)

- The new value “volunteer” is now available to be applied to select registrants, as required.
Apply an existing custom status to a registrant

- Select the registrant to whom a new status is to be applied and click **Other Statuses**.

- In the confirmation dialogue box, select the status to be applied and click **Yes**.

- Refresh the registrant list and check to see if the custom status has been applied to the registrant.
Registrants may be filtered by status by typing the status you are looking for into the Status filter field.

**Remove an applied custom status**

- Select the registrant and click Other Statuses.

- In the confirmation dialogue box, ensure that the custom status to be removed is unchecked and click Yes.
CUSTOM STATUSES

- Refresh the registrant list and check that the status of the registrant is updated appropriately.

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