

Viewing and Printing Student Schedules

Path:	Records and Enrollment > Enrollment Summaries > Enrollment Summary
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1.	On the Find an Existing Value page, enter criteria to search for the student.
2.	Click an entry in the search results list to view the student's schedule for that term.
3.	Click View All to view all classes in the student's schedule.
4.	Click Print Study List to process the report.
5.	Click Report Manager to access the report list.
6.	Click Refresh until the report status is Posted .
7.	Click Individual Student Study Rpt to view and print the student's schedule in Adobe Reader.
8.	Click Go back to Enrollment Summary to return to the Enrollment Summary page.