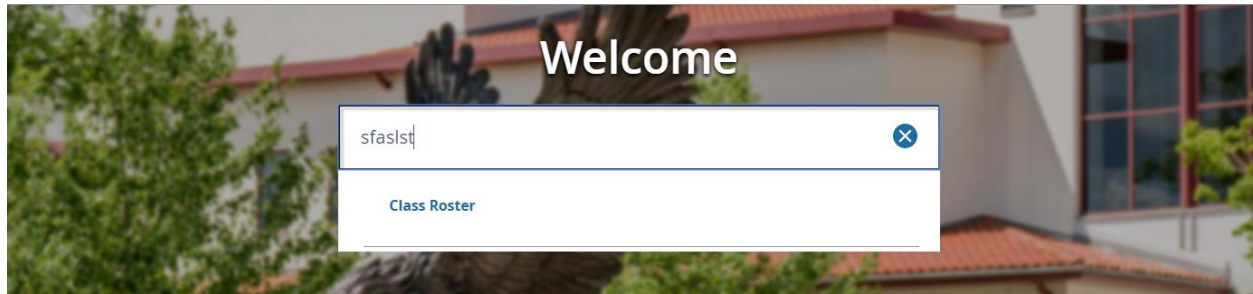
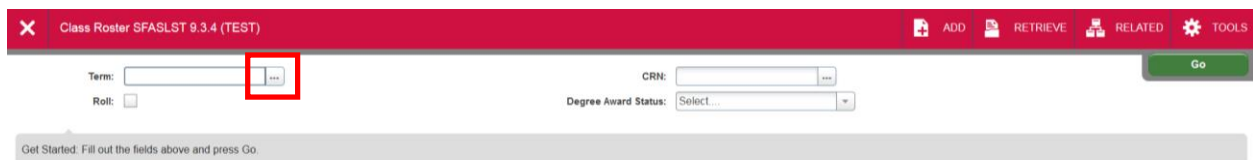


## Banner 9: Viewing a Class Roster

1. Navigate to the **SFASLST** form from the landing page

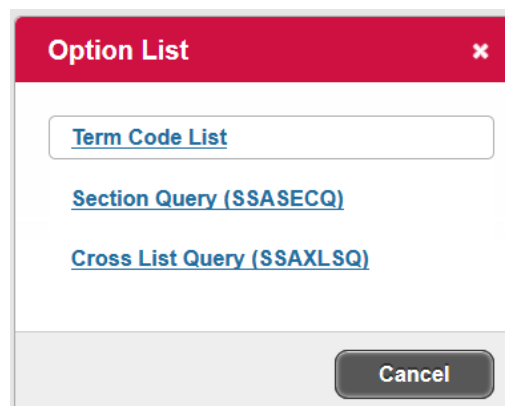


2. Click **search** for the **Term** field



The image shows the 'Class Roster SFASLST 9.3.4 (TEST)' form. The 'Term' field has a search icon (three dots) highlighted with a red box. Other fields include 'CRN', 'Roll', and 'Degree Award Status'. A 'Go' button is visible on the right. A message at the bottom says 'Get Started. Fill out the fields above and press Go.'

3. Click **Term Code List**



The image shows an 'Option List' dialog box with a red header. It contains three options: 'Term Code List', 'Section Query (SSASECQ)', and 'Cross List Query (SSAXLSQ)'. The 'Term Code List' option is highlighted with a blue border. A 'Cancel' button is at the bottom right.

4. Select the **Term** and click on **OK**

**Term Code Validation (STVTERM)**

Criteria

Code	Description	Start Date	End Date	FinAid Y
201910	WINTER 2019	12/23/2018	01/13/2019	1819
201840	FALL 2018	09/02/2018	12/22/2018	1819
201830	SUMMER 2018	05/21/2018	08/30/2018	1718
201820	SPRING 2018	01/16/2018	05/09/2018	1718
201810	WINTER 2018	12/22/2017	01/12/2018	1718
201740	FALL 2017	09/06/2017	12/21/2017	1718
201730	SUMMER 2017	05/15/2017	08/24/2017	1617
201720	SPRING 2017	01/17/2017	05/10/2017	1617
201710	WINTER 2017	12/23/2016	01/13/2017	1617

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Cancel OK

5. Enter the appropriate CRN number in the **CRN** field or click **search** (notice the Course Name and Section appears to the right)
6. Click **Go** to execute the query

**Class Roster SFASLST 9.3.4 (TEST)** ADD RETRIEVE RELATED TOOLS

Term: 201740 FALL 2017 CRN: 49327 PSYC 365 03 **Go**

Roll:  Degree Award Status: Select...

Get Started: Fill out the fields above and press Go.

The course roster will be displayed along with the student names, CWID and Registration Status

**Class Roster SFASLST 9.3.4 (TEST)** ADD RETRIEVE RELATED TOOLS 1

Term: 201740 FALL 2017 CRN: 49327 PSYC 365 03 Roll:  Degree Award Status: Select... Non sortable item: Name

**CLASS ROSTER** Insert Delete Copy Filter

Sequence	ID	Name	Status	Status Date	Midterm Grade	Final Grade	Grade Mode	Incomplete Final Grade	Extension Date	Hours	Rollled	Grade Comment	Grade Comment Descripti
76			RW	04/26/2017			1			3.000	<input type="checkbox"/>		
78			RW	05/02/2017			1			3.000	<input type="checkbox"/>		
80			RW	05/04/2017			1			3.000	<input type="checkbox"/>		
81			RW	05/08/2017			1			3.000	<input type="checkbox"/>		
82			RW	05/11/2017			1			3.000	<input type="checkbox"/>		
87			RW	05/24/2017			1			3.000	<input type="checkbox"/>		
89			RW	06/05/2017			1			3.000	<input type="checkbox"/>		
90			RW	06/05/2017			1			3.000	<input type="checkbox"/>		
91			RW	06/06/2017			1			3.000	<input type="checkbox"/>		
93			RW	06/06/2017			1			3.000	<input type="checkbox"/>		
94			RW	06/06/2017			1			3.000	<input type="checkbox"/>		
97			RW	06/13/2017			1			3.000	<input type="checkbox"/>		
98			RW	06/13/2017			1			3.000	<input type="checkbox"/>		
100			RW	06/19/2017			1			3.000	<input type="checkbox"/>		
101			RW	06/22/2017			1			3.000	<input type="checkbox"/>		
103			RW	07/06/2017			1			3.000	<input type="checkbox"/>		
104			DW	07/06/2017			1			3.000	<input type="checkbox"/>		

SAVE