

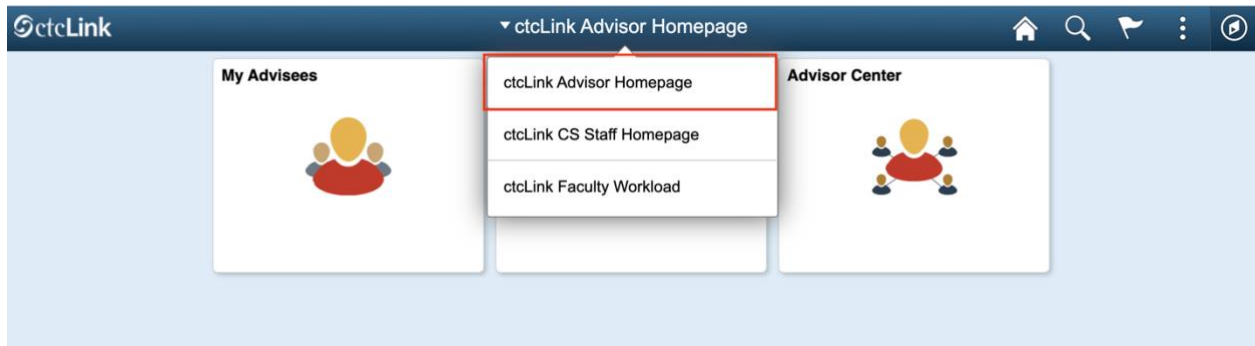


# How to View Student Enrollment Status

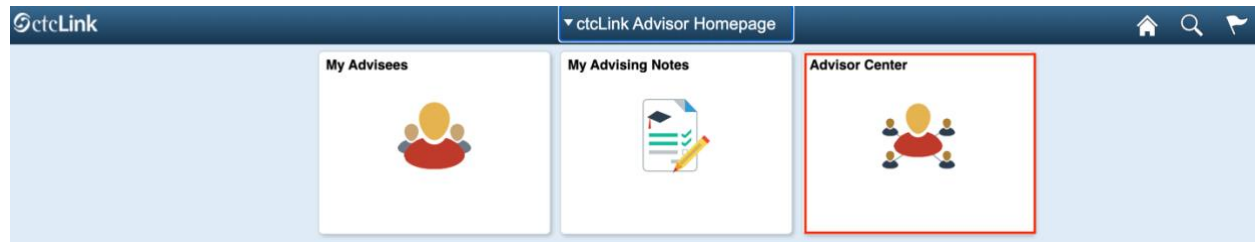
This guide will show you how to view a student's term summary report in ctcLink.

## Directions

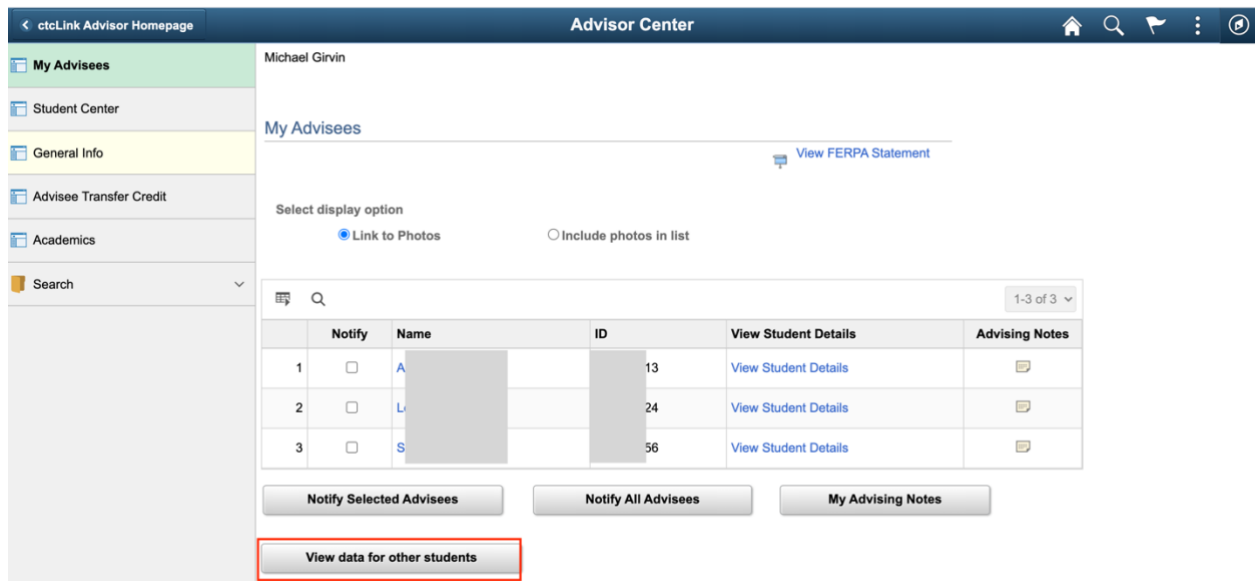
1. If you are not already on the **Advisor Homepage**, use the drop-down menu to navigate there.



2. Click the **Advisor Center** tile.



3. The **My Advisees** page will display. Click **View data for other students**.



4. The Advisee's Student Center page will display. Enter a student ID and click **Search**.

ctcLink Advisor Homepage **Advisor Center**

**My Advisees**

**Advisee's Student Center**

Enter any information you have and click Search. Leave fields blank for a list of all values.

**Find an Existing Value**

**Search Criteria**

ID begins with

Campus ID begins with

National ID begins with

Last Name begins with

First Name begins with

Case Sensitive

**Search**  [Basic Search](#) [Save Search Criteria](#)

5. The Advisee Student Center page will display. Click **Academics** on the left panel.

ctcLink Advisor Homepage **Advisor Center**

Michael Girvin

**Advisee Student Center**

Let

\*Change Advisee

**Student Message Center**

[Message Center](#)

**Academics**

[My Class Schedule](#)  
[Shopping Cart](#)  
[My Planner](#)

**Personal Information**

[Demographic Data](#)  
[Emergency Contact](#)

**Contact Information**

Home Address	Mailing Address
<input type="text" value="S 3001"/> King	None
Mobile Phone	Home E-mail
None	cs_ctc1_1@qctclink.local

No Holds.

**To Do List**

No To Do's.

**Milestones**

Directed Self Placement [Details >](#)

**Enrollment Dates**

[Open Enrollment Dates](#)

**Advisor**

**Program Advisor**

Dashawna Freeman [Details >](#)

To change to another advisee use this option

- The **Advisee Academics** page will display.
- Under the **Institution / Career / Program** section, click one or more links that represent the student's program. In this example the program is **PRFTC - Professional Technical**.
- As you click different program links, program **Status**, **as of date** and **Plan** will refresh on the right side of the page.

Advisor Center

Michael Girvin  
Advisee Academics

La 10

\*Change Advisee [Dropdown] [Change]

Institution / Career / Program [Edit Program Data]

- WA090 - Highline College
  - UGRD - Academic Career
  - PRFTC - Professional Technical

Program: PRFTC Professional Technical

Student Career Nbr: 0

Status: Active in Program as of 06/29/2020

Admit Term: 2205

Expected Graduation: SUMMER 2020

Approved Load: Full-Time

Load Determination: Base On Units

Level Determination: Base On Units

Plan: ATBACAPI Accounting AAS

Requirement Term: 2205 SUMMER 2020

You can see program the student is enrolled in and which quarter they started

If program requirements change, students can change which requirement term they are following

- Under **Term Summary** section, click one or more links that represent the terms in which a student was active.
- As you click different term links, any enrollments for the term will refresh and appear on the right side of the page. Term **Statistics** will be displayed below class enrollments.

Advisor Center

Term Summary [Edit Term Data]

- WA090 - Highline College
  - UGRD - Academic Career
    - 2211 - WINTER 2021
    - 2207 - FALL 2020
    - 2205 - SUMMER 2020
    - 2203 - SPRING 2020
    - 2201 - WINTER 2020
    - 2197 - FALL 2019
    - 2193 - SPRING 2019
    - 2191 - WINTER 2019
    - 2187 - FALL 2018

FALL 2020

Eligible to Enroll: Yes

Primary Program: ACADM Academic

Academic Standing Status: Data unavailable

Level / Load

Academic Level - Projected: Sophomore

Academic Level - Term Start: Sophomore

Academic Level - Term End: Sophomore

Approved Academic Load: Full-Time

Academic Load: Three Quarter Time

Classes

Enrolled Dropped Wait Listed

Class	Description	Units	Grading	Grade	Status
ACCTG 121-1 (19207)	Practical Accounting (Lecture)	5.00	Graded		✓
GEO 107-1 (19670)	Geologic Catastrophes (Lecture)	5.00	Graded		✓

Quick Enrollment

Statistics

	From Enrollment	Cumulative Total
Units Toward GPA:		
Taken		72.000
Passed		52.000

11. In this example for the **Winter 2021** term, no classes are displayed, which indicates that the student was term activated although did not enroll in or drop courses.

ctcLink Advisor Homepage Advisor Center [Edit Term Data](#)

My Advisees  
Student Center  
General Info  
Advisee Transfer Credit  
**Academics**  
Search

**Term Summary**

WA090 - Highline College  
UCBD - Academic Career  
**2211 - WINTER 2021**  
2207 - FALL 2020  
2205 - SUMMER 2020  
2203 - SPRING 2020  
2201 - WINTER 2020  
2197 - FALL 2019  
2193 - SPRING 2019  
2191 - WINTER 2019  
2187 - FALL 2018

WINTER 2021

Eligible to Enroll Yes  
Primary Program ACADM Academic  
Academic Standing Status Data unavailable

**Level / Load**

Academic Level - Projected Sophomore  
Academic Level - Term Start Sophomore  
Academic Level - Term End Sophomore  
Approved Academic Load Full-Time  
Academic Load No Unit Load

**Classes**

No classes for this term.  
[Quick Enrollment](#)

**Statistics**

	Combined Term Total	Cumulative Total
<b>Units Toward GPA:</b>		
Taken		72.000
Passed		52.000
In Progress		5.000
<b>Units Not for GPA:</b>		
Taken		
Passed		
In Progress		5.000

12. Click **Return to Search**.

**Statistics**

	From Enrollment	Combined Term Total	Cumulative Total
<b>Units Toward GPA:</b>			
Taken			30.000
Passed			30.000
In Progress	5.000	5.000	25.000
<b>Units Not for GPA:</b>			
Taken			10.000
Passed			
In Progress			
Transfer Units			37.500
<b>GPA Calculation</b>			
Total Grade Points			98.500
/ Units Taken Toward GPA			30.000
= GPA			3.283

[Term History](#)

[Go to top](#)

[Return to Search](#) [Notify](#)