

# Print Enrollment Summary (Study List)

You can print a copy of all of the classes that a student is registered for in a particular Term.

### Navigation:

**Records and Enrollment > Enrollment Summaries > Enrollment Summary**

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

Find an Existing Value

ID:

Academic Career:

Academic Institution:

Term:

Campus ID:

National ID:

Last Name:

First Name:

Term Alternate Key:

[Basic Search](#)

Enter the student's **ID, Academic Career, Academic Institution (USBNY)** and the **Term**

Click **Search**

Click **View All** to see the complete list of classes

Click **Print Study List** to generate the report

**Enrollment Summary** [Term Statistics](#)

Term: Fall 2007 Career: Undergrad SUNY at Stony Brook

[Print Study List](#) [Report Manager](#)

Class Nbr	Subject	Catalog	Session	Section	Status	Status/Reason	Acad Prog	Grading Basis	Units Taken
82110	BIO	150	Fall	01	Enrolled	Enrolled		Graded-Ug	3.00
	Living World		Lecture						
95188	GLS	101	Fall	09	Enrolled	Enrolled		Sat/Unsat	1.00
	Introduction to Stony Brook		Lecture						
81035	MAT	118	Fall	01	Enrolled	Enrolled		Non-Graded	
	Mathematical Thinking		Lecture						

[Return to Search](#) [Previous tab](#) [Next tab](#)

## To retrieve your report:

- Click the **Report Manager** link to go to the **Report List** page.

Administration Archives

View Reports For

User ID: SRACADPT Type: [ ] Last: 1 Days Refresh

Status: [ ] Folder: [ ] Instance: [ ] to: [ ]

Report List Customize Find View All First 1 of 1 Last

Select	Report ID	Prce Instance	Description	Request Date/Time	Format	Status	Details
<input type="checkbox"/>	13981	2532360	<a href="#">Individual Student Study Rpt</a>	01/30/2008 3:15:17PM	Acrobat (*.pdf)	Posted	<a href="#">Details</a>

Select All  Deselect All

Delete Click the delete button to delete the selected report(s)

[Go back to Enrollment Summary](#)

Save

Keep clicking the **Refresh** button to refresh the page status.

When the status displays “Posted” you will see a **Details** link.

Click the **Details** link to open the **Report Detail** page.

Report Detail

Report

Report ID: 13983 Process Instance: 2532362 [Message Log](#)

Name: SRSTDNT2 Process Type: SQR Report

Run Status: Success

Individual Student Study Rpt

Distribution Details

Distribution Node: psnsrepos1 Expiration Date: 02/06/2008

File List

Name	File Size (bytes)	Datetime Created
<a href="#">SQR_SRSTDNT2_2532360.log</a>	1,692	01/30/2008 3:19:15.000000PM E
<a href="#">srstdnt2_2532362.PDF</a>	2,680	01/30/2008 3:19:15.000000PM E
<a href="#">srstdnt2_2532362.trace</a>	121	01/30/2008 3:19:15.000000PM E

Distribute To

Distribution ID	Type	*Distribution ID
User		SRACADPT

OK Cancel

Click the **pdf file**

**Note:** If you do not see a pdf file and you only see the *Message Log* and *Trace File*, the process ran but did not produce any output for a report.

