




grade_reporting_group_new

Table of Contents

Indicate the class to which the students are being transferred:

Crs	Click  to select the course .
Section	<p>Select the section to be added, deleted, or withdrawn. The drop down lists sections for the selected course with following information in this order:</p> <p>Section number</p> <p>Beginning and ending periods</p> <p>Seats assigned and maximum seats available (e.g., 13/25)</p> <ul style="list-style-type: none">• An asterisk (*) is displayed next to the seat count if a section has met or exceeded the maximum number of seats.• Seats are calculated based on the semester selected for the new course. If you have not selected a semester, seats are calculated based on the semester selected for the old course. If a different semester is selected, the seat count may be different in the Section drop down.• Instructor ID and name in parentheses <p>Only unlocked sections of the course are listed. Course-sections are locked in the campus master schedule.</p> <p>If all sections of the course are locked, the course is not displayed in the Course lookup.</p>
Sem	Select the semester of the course-section to which the students are being transferred.
Title	The course title is displayed.



Back Cover