

Class Rosters

NavBar → Navigator → Curriculum Management → Class Roster → Class Roster

Enter whatever information you want. The search will only bring up the first 300 records. So if you put no information in the search you will only see the first 300 class rosters that exist in ctLink PeopleSoft. At a minimum it is best to enter the **term** and **subject area**. Then you can select the class section from the list in the **search results**.


Our Academic Institution is WA150. (Images shown are from Clark College.)


Class Roster


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

Find an Existing Value

▼ **Search Criteria**

Academic Institution 

Term 

Subject Area 

Catalog Nbr


Class Nbr

Class Section

Session

Course ID

Course Offering Nbr

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

Search Results

View All First ◀ 1-22 of 22 ▶ Last

Academic Institution	Term	Subject Area	Catalog Nbr	Class Nbr	Class Section	Session	Course ID	Course Offering Nbr	Description
WA140	2201	FLPC	122	3001	F01M	Regular	025694	1	Childcare Parent Ed
WA140	2201	FLPC	122	3002	F02M	Regular	025694	1	Childcare Parent Ed
WA140	2201	FLPC	122	3003	F03M	Regular	025694	1	Childcare Parent Ed
WA140	2201	FLPC	122	3004	F04M	Regular	025694	1	Childcare Parent Ed

Class Roster

WINTER 2020 | Regular Academic Session | Clark College | Academic Career

<input type="checkbox"/> FLPC 122 - F17M (3017) Parent Education For Child Care Parents (Laboratory)			
Days and Times	Room	Instructor	Dates
TBA	TBA	Michelle Mallory	01/06/2020 - 03/13/2020

*Enrollment Status

Enrollment Capacity 12 Enrolled 11

Enrolled Students						
Select	ID	Name	Grade Basis	Units	Program and Plan	Level
1	<input type="checkbox"/>	2C	Sat/Unsat	1.00	Academic - Business DTA/MRP	Sophomore
2	<input type="checkbox"/>	2C	Sat/Unsat	1.00	Baccalaureate - Human Services BAS	Senior
3	<input type="checkbox"/>	1C	Sat/Unsat	1.00	Non-Award Seeking - Non-degree - Parent Education	Freshman
4	<input type="checkbox"/>	2C	Sat/Unsat	1.00	Academic - Academic Transfer AA DTA	Freshman
5	<input type="checkbox"/>		Sat/Unsat	1.00	Academic - Business DTA/MRP	Freshman
6	<input type="checkbox"/>	2	Sat/Unsat	1.00	Academic - Science Transfer Track 1 AS	Freshman

View information about this section, days & times, location, and instructor.

Choose an **enrollment status**: Enrolled, dropped, or all

Class list shows ID and name (blanked out on this handout), grading basis for class, units, the degree/certificate program the student is enrolled in, and their level based on the total number of credits.

Enrolled Students		
Select	ID	Name
1	<input type="checkbox"/>	20
2	<input type="checkbox"/>	20

To do a quick email to students in your class (goes to their preferred email) select the students you want to email by **checking the box** before their ID, or **select all**, then **notify selected students**. Your address will be in the TO line with the student emails in the BCC line so they do not see all their classmates emails. Update your **subject** and **message** and **send notification**.

Select All Clear All

Notify Selected Students

Class Roster

Send Notification

Type e-mail addresses in the To, CC or BCC fields using a comma as a separator.

Notification from Susan Maxwell

From: SMaxwell@clark.edu

To:

CC:

BCC:

Subject: <From the desk of Susan Maxwell>

Message Text:

Send Notification