Enrollments

Enrollments:

- This report shows total class enrollments, meeting pattern information, and calculations comparing enrollment limit, room capacity, and actual enrollment.
- The query will retrieve all classes where the academic group entered is either the Course Academic Group, or the Sponsor Academic Group.

Filters:

The prompts on this report are a little different than other dashboard pages, because of the complexity of the report. Please note the following:

1) You **must** enter a Term or a Term Code
2) If you enter your Course Academic Group, you must also enter that same value into the Sponsor Academic Group.
3) If you enter your Course Academic Group Code, you must also enter that same value into the Sponsor Academic Group Code.
4) Section Type is optional.

Results:

- Once the data is retrieved, a list of classes and enrollment information is visible on the screen.
- The column *Total Headcount* is a calculated field. It will show the total enrolled headcount for a class regardless if it is a combined class or a non combined class.
- Enrollment Capacity vs Actual Enrollment: This calculation simply divides the Enrollment Headcount by the Enrollment Capacity, and multiples the result by 100.
- Enrollment Capacity vs Room Capacity: This calculation divides the Enrollment Capacity by the Requested Room Capacity, and multiples the result by 100.
- You can view the meeting pattern information associated with an individual class or ALL your classes by clicking on the column header SIS CLASS NUMBER or an individual SIS Class Number.
  - Select the “SIS Class Number “and follow the drill to Meeting Pattern.
  - This will open a new browser window and display the information for that class.
  - A class may be listed multiple times if it has multiple instructors, section types, or meeting patterns.
  - Use the additional prompts at the top of the page to further reduce your data set.