Viewing Student Groups

Overview

This procedure will show you how to view a student group for a student.

- Student Groups are used to track student membership in various groups for cohort reporting purposes, registration processes (Freshman Reserved Seating), or degree progress assessment.
- Student Groups are defined for an institution (for example, IUNWA, IUINA, IUSEA, etc.).
- Students of any program or plan can be in any Student Group within an institution. A student can be in many student groups or none.
- Student Groups can be used for advising purposes (for example, students in the Honors Program.) This could be used for tracking.
- Student Groups can be used in degree audits. Requirements can be coded to appear only if the student is in a particular student group.
- IUIE queries are available for student groups. For example, a query can be run which identifies all students at a particular institution that are in the student group of pre-medicine.

Steps

Viewing Student Groups

1. Navigate to: Self Service > Administrative Center.
2. Click VIEW DATA FOR STUDENTS.
3. Enter the student's ID or Last Name and First Name.
4. Click Search.
5. Click the general info tab
6. Click the Student Groups link. The Student Group(s) and Description assigned to this student will be displayed along with the Institution and Status.

<table>
<thead>
<tr>
<th>Student Group</th>
<th>Description</th>
<th>Institution</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>PREM</td>
<td>Pre-Medical Interest</td>
<td>Bloomington</td>
<td>Active as of 2007-02-12</td>
</tr>
<tr>
<td>UDOP</td>
<td>UD Orientation Prg Participant</td>
<td>Bloomington</td>
<td>Inactive as of 2007-10-01</td>
</tr>
</tbody>
</table>