

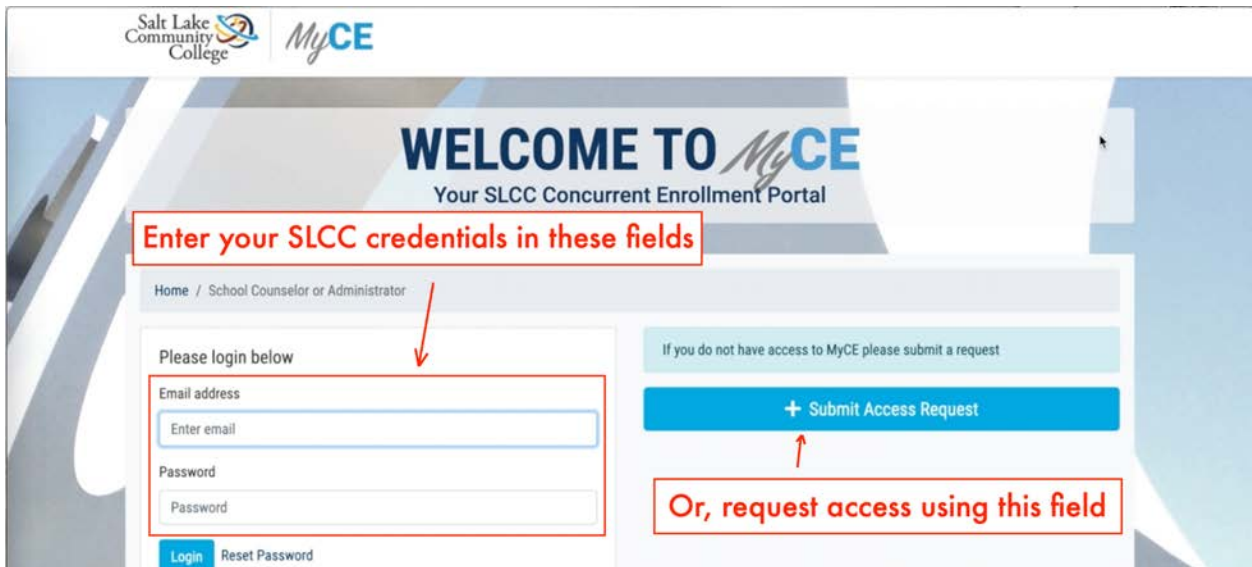
1



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3



4

The screenshot shows the MyCE dashboard home page. On the left is a dark blue sidebar with navigation links: Home, Students, Classes Offered, Academic Plans, SSID Issues, Instructors, Course Syllabi, Instructor Applications, Support Requests, Reports, School Personnel, Manage Password, and Logout. The main content area has a yellow header with the text "WELCOME HIGH SCHOOL PARTNERS!" and "Thank you so much for the work you do for SLCC and your students." Below this is a grid of nine blue tiles with white icons and labels: Students (person with globe), Classes Offered (document with list), Academic Plans (apple), a warning triangle, a person icon, Course Syllabi (document with list), Instructor Applications (target), Support Requests (document with arrow), and Reports (document). A red box highlights the Reports tile with the text "Click on the field labeled Reports" and an arrow pointing to it. On the right, there is a yellow sidebar with "Announcement(s)", a "MyCE CHECKLIST" with four numbered tasks, "RESOURCES" with a list of links, and "HAVE QUESTIONS OR NEED HELP?" with contact information.

5

The screenshot shows the MyCE Reports page. The top left has the Salt Lake Community College logo and the MyCE logo. The top right shows "Switch back to Kowalis, Brandon" and "Logged in as gayle.whitefield@jordandistrict.org". The main content area has a dark blue sidebar with navigation links: Home, Students, Classes Offered, Academic Plans, SSID Issues, Instructors, and Course Syllabi. The main content area has a light blue header with "Home / Reports" and "REPORTS". Below this is the text "Export information from MyCE into Excel sheets that can be fed into the Admission/Registration Tracker or used for your own tracking and reporting." A light blue bar contains the text "Click on a category to view available reports". Below this is a table with three columns: "Classes", "Instructors", and "Students". A red box highlights the "Classes" column with the text "Click on the field labeled Classes" and an arrow pointing to it.

6

The screenshot shows the MyCE Reports page with the "Classes" category selected. The top left has the Salt Lake Community College logo and the MyCE logo. The top right shows "Switch back to Kowalis, Brandon" and "Logged in as gayle.whitefield@jordandistrict.org". The main content area has a dark blue sidebar with navigation links: Home, Students, Classes Offered, Academic Plans, SSID Issues, Instructors, Course Syllabi, Instructor Applications, and Support Requests. The main content area has a light blue header with "Home / Reports" and "REPORTS". Below this is the text "Export information from MyCE into Excel sheets that can be fed into the Admission/Registration Tracker or used for your own tracking and reporting." A light blue bar contains the text "Click on a category to view available reports". Below this is a table with three columns: "Classes", "Instructors", and "Students". A red box highlights the "Class Section Export" option in the "Classes" column with the text "Click on the field labeled Class section export" and an arrow pointing to it.

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Salt Lake Community College MyCE

Home / Reports

REPORTS
Export information from MyCE into Excel sheets that can be fed into the Admission/Registration Tracker or used for your own tracking and reporting.

Click on a category to view available reports

Classes
Instructors
Students

Class Section Export
Missing Grade Report
Classes with Course Details
Class Section Export with Students
Class Sections with High School Schedules

Click on the field labeled **Class section export with students**

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Instructors
Course Syllabi
Instructor Applications
Support Requests
Reports
School Personnel
Manage Password
Logout

Classes
Instructors
Students

Class Section Export
Missing Grade Report
Classes with Course Details
Class Section Export with Students
Class Sections with High School Schedules

CLASS SECTION EXPORT WITH STUDENTS **Select the current term**

Term(s)*

- [Select all]
- Spring 2024
- Fall 2023
- Spring 2023
- Fall 2022
- Summer 2022
- Spring 2022
- Fall 2021

Description Recent Runs

A master list of all class sections for a particular term(s) including all students registered in those class sections and their grades. Used in the annual report to calculate unduplicated headcount or unique students participating as well as to derive overall student grade distribution, and failure and withdrawal rates. Additionally, this report is used by the SLCC CE Coordinator to check for missing grades, send on-campus grades to the high schools, and check for students with more than one S Number assigned to them.

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Instructor Applications
Support Requests
Reports
School Personnel
Manage Password
Logout

Students

Classes with Course Details
Class Section Export with Students
Class Sections with High School Schedules

CLASS SECTION EXPORT WITH STUDENTS

Term(s)*
Fall 2022

Course(s)* **Select all courses**

- [Select all]
- ACCT 1110
- ACCT 1120
- AP Art History
- AP Art Studio - Drawing
- AP Biology

Description Recent Runs

A master list of all class sections for a particular term(s) including all students registered in those class sections and their grades. Used in the annual report to calculate unduplicated headcount or unique students participating as well as to derive overall student grade distribution, and failure and withdrawal rates. Additionally, this report is used by the SLCC CE Coordinator to check for missing grades, send on-campus grades to the high schools, and check for students with more than one S Number assigned to them.

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Instructor Applications
Support Requests
Reports
School Personnel
Manage Password
Logout

Class Section Export with Students
Class Sections with High School Schedules

CLASS SECTION EXPORT WITH STUDENTS

Term(s)*
Fall 2022

Course(s)*
All selected

High School(s)*
Riverton

[Select all]
 Riverton

Select your high school

Description Recent Runs

A master list of all class sections for a particular term(s) including all students registered in those class sections and their grades. Used in the annual report to calculate unduplicated headcount or unique students participating as well as to derive overall student grade distribution, and failure and withdrawal rates. Additionally, this report is used by the SLCC CE Coordinator to check for missing grades, send on-campus grades to the high schools, and check for students with more than one S Number assigned to them.

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Instructor Applications
Support Requests
Reports
School Personnel
Manage Password
Logout

Class Section Export with Students
Class Sections with High School Schedules

CLASS SECTION EXPORT WITH STUDENTS

Term(s)*
Fall 2022

Course(s)*
All selected

High School(s)*
Riverton

Generate Export

Click on the field labeled Generate export

Description Recent Runs

A master list of all class sections for a particular term(s) including all students registered in those class sections and their grades. Used in the annual report to calculate unduplicated headcount or unique students participating as well as to derive overall student grade distribution, and failure and withdrawal rates. Additionally, this report is used by the SLCC CE Coordinator to check for missing grades, send on-campus grades to the high schools, and check for students with more than one S Number assigned to them.

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Instructor Applications
Support Requests
Reports
School Personnel
Manage Password
Logout

Class Section Export with Students
Class Sections with High School Schedules

CLASS SECTION EXPORT WITH STUDENTS

Term(s)*
Fall 2022

Course(s)*
All selected

High School(s)*
Riverton

Click on the Recent runs field

Description **Recent Runs**

Show 10 entries

Run On	Status	Report
2022-11-03 02:00 PM	PENDING	Download Report
2022-10-31 09:56 AM	RAN	Download Report

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The screenshot shows the 'CLASS SECTION EXPORT WITH STUDENTS' interface. On the left is a navigation sidebar with 'Reports' highlighted. The main area contains filters for Term(s)* (Fall 2022), Course(s)* (All selected), and High School(s)* (Riverton), with a 'Generate Export' button. To the right is a 'Recent Runs' table with columns 'Run On', 'Status', and 'Report'. The first row shows a 'PENDING' status, and the 'Report' column contains a red-bordered box. A red arrow points from the text 'Click on the Run report field' below to this box. The second row shows a 'RAN' status with a 'Download Report' link. The footer includes contact information and a copyright notice.

Run On	Status	Report
2022-11-03 02:00 PM	PENDING	[Red Box]
2022-10-31 09:56 AM	RAN	Download Report

Showing 1 to 2 of 2 entries

Previous 1 Next

Need Help? EMAIL US: concurrent@slcc.edu CALL US: 801-957-6344

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This screenshot is similar to the one above but shows the 'RAN' status for the first row. The 'Report' column for the first row now contains a 'Download Report' link, which is highlighted with a red box. A red arrow points from the text 'Click on the Download report field' below to this link. The rest of the interface, including filters and the second row, remains the same.

Run On	Status	Report
2022-11-03 02:01 PM	RAN	Download Report
2022-10-31 09:56 AM	RAN	Download Report

Showing 1 to 2 of 2 entries

Previous 1 Next

class-section-ex...csv

Show All

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CLASS SECTION EXPORT WITH STUDENTS

Term(s)*
Fall 2022

Course(s)*
All selected

High School(s)*
Riverton

Generate Export

Description	Recent Runs
Run On	Status Report
2022-11-03 02:01 PM	RAN Download Report
2022-10-31 09:56 AM	RAN Download Report

Showing 1 to 2 of 2 entries

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STUDENT TEST SCORES

High School(s)*

Test Score*
ACT

Generate Export

STUDENT TEST SCORES

Pulls a list of all concurrent enrollment students as far back as 2012 listing the different test scores we have on file (ACT, Accuplacer, Qualtrics, and USHE). Students appear on this list after applying for admission. They do not need to be registered in a class to appear on this list. Users who are troubleshooting current students will need to filter the data by birthdate or graduation date to select the appropriate range. This report includes the most recent test scores that we have on file for each student. In a few rare cases student's highest scores may have come from previous attempts, so while they don't qualify based on the scores listed in this report, they may have older scores on file that would qualify them. Older test scores can be accessed through a student's record in MyCE.

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STUDENT TEST SCORES

High School(s)*

[Select all]
Riverton

Generate Export

STUDENT TEST SCORES

Pulls a list of all concurrent enrollment students as far back as 2012 listing the different test scores we have on file (ACT, Accuplacer, Qualtrics, and USHE). Students appear on this list after applying for admission. They do not need to be registered in a class to appear on this list. Users who are troubleshooting current students will need to filter the data by birthdate or graduation date to select the appropriate range. This report includes the most recent test scores that we have on file for each student. In a few rare cases student's highest scores may have come from previous attempts, so while they don't qualify based on the scores listed in this report, they may have older scores on file that would qualify them. Older test scores can be accessed through a student's record in MyCE.

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Instructors
Students

Student Test Scores
Student Hold Export
Student Directory
Student Total Credits Earned
Concurrent On-Campus Student Loads

STUDENT TEST SCORES

High School(s)*
Riverton

Test Score*

- ✓ ACT
- AP
- CANVAS
- Qualtrics
- USHE

Description Recent Runs

Pulls a list of all concurrent enrollment students as far back as 2012 listing the different test scores we have on file (ACT, Accuplacer, Qualtrics, and USHE). Students appear on this list after applying for admission. They do not need to be registered in a class to appear on this list. Users who are troubleshooting current students will need to filter the data by birthdate or graduation date to select the appropriate range. This report includes the most recent test scores that we have on file for each student. In a few rare cases student's highest scores may have come from previous attempts, so while they don't qualify based on the scores listed in this report, they may have older scores on file that would qualify them. Older test scores can be accessed through a student's record in MyCE.

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Instructors
Students

Student Test Scores
Student Hold Export
Student Directory
Student Total Credits Earned
Concurrent On-Campus Student Loads

STUDENT TEST SCORES

High School(s)*
Riverton

Test Score*
ACT

Generate Export

Description Recent Runs

Pulls a list of all concurrent enrollment students as far back as 2012 listing the different test scores we have on file (ACT, Accuplacer, Qualtrics, and USHE). Students appear on this list after applying for admission. They do not need to be registered in a class to appear on this list. Users who are troubleshooting current students will need to filter the data by birthdate or graduation date to select the appropriate range. This report includes the most recent test scores that we have on file for each student. In a few rare cases student's highest scores may have come from previous attempts, so while they don't qualify based on the scores listed in this report, they may have older scores on file that would qualify them. Older test scores can be accessed through a student's record in MyCE.

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Instructors
Students

Student Test Scores
Student Hold Export
Student Directory
Student Total Credits Earned
Concurrent On-Campus Student Loads

STUDENT TEST SCORES

High School(s)*
Riverton

Test Score*
ACT

Generate Export

Description Recent Runs

Pulls a list of all concurrent enrollment students as far back as 2012 listing the different test scores we have on file (ACT, Accuplacer, Qualtrics, and USHE). Students appear on this list after applying for admission. They do not need to be registered in a class to appear on this list. Users who are troubleshooting current students will need to filter the data by birthdate or graduation date to select the appropriate range. This report includes the most recent test scores that we have on file for each student. In a few rare cases student's highest scores may have come from previous attempts, so while they don't qualify based on the scores listed in this report, they may have older scores on file that would qualify them. Older test scores can be accessed through a student's record in MyCE.

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Classes
Instructors
Students

Student Semester Credit Load
Student Test Scores
Student Hold Export
Student Directory
Student Total Credits Earned
Concurrent On-Campus Student Loads

STUDENT TEST SCORES

High School(s)*
Riverton

Test Score*
ACT

Generate Export

Description Recent Runs

Show 10 entries

Run On	Status	Report
2022-11-15 12:26 PM	PENDING	Run Report
2022-11-03 02:01 PM	RAN	Download Report
2022-10-31 09:45 AM	RAN	Download Report

Click on the Run report field

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Classes
Instructors
Students

Student Semester Credit Load
Student Test Scores
Student Hold Export
Student Directory
Student Total Credits Earned
Concurrent On-Campus Student Loads

STUDENT TEST SCORES

High School(s)*
Riverton

Test Score*
ACT

Generate Export

Description Recent Runs

Show 10 entries

Run On	Status	Report
2022-11-15 12:26 PM	RAN	Download Report

Click on the Download report field

23

Classes
Instructors
Students

Student Semester Credit Load
Student Test Scores
Student Hold Export
Student Directory
Student Total Credits Earned
Concurrent On-Campus Student Loads

STUDENT TEST SCORES

High School(s)*
Riverton

Test Score*
ACT
AP
CANVAS
Qualtrics
USHE

Generate Export

Description Recent Runs

Show 10 entries

Run On	Status	Report
2022-11-15 12:26 PM	RAN	Download Report
2022-11-03 02:01 PM	RAN	Download Report
2022-10-31 09:45 AM	RAN	Download Report

Repeat this process for all of the available score student test score reports

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Click on a category to view available reports

Classes
Instructors
Students

Student Semester Credit Load
Student Test Scores
Student Hold Export
Student Directory
Student Total Credits Earned
Concurrent On-Campus Student Loads

STUDENT HOLD EXPORT

High School(s)*

Generate Export

Description Recent Runs

Pulls a list of all concurrent enrollment students as far back as 2012 listing holds associated with their account that could interfere with registration. Students appear on this list after applying for admission. They do not need to be registered in a class to appear on this list. Users who are

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Click on a category to view available reports

Classes
Instructors
Students

Student Semester Credit Load
Student Test Scores
Student Hold Export
Student Directory
Student Total Credits Earned
Concurrent On-Campus Student Loads

STUDENT HOLD EXPORT

High School(s)*

[Select all]
Riverton

Select your high school

Description Recent Runs

Pulls a list of all concurrent enrollment students as far back as 2012 listing holds associated with their account that could interfere with registration. Students appear on this list after applying for admission. They do not need to be registered in a class to appear on this list. Users who are troubleshooting current students will need to filter the data by birthdate or graduation date to select the appropriate range.

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Click on a category to view available reports

Classes
Instructors
Students

Student Semester Credit Load
Student Test Scores
Student Hold Export
Student Directory
Student Total Credits Earned
Concurrent On-Campus Student Loads

STUDENT HOLD EXPORT

High School(s)*

Riverton

Generate Export

Description Recent Runs

Pulls a list of all concurrent enrollment students as far back as 2012 listing holds associated with their account that could interfere with registration. Students appear on this list after applying for admission. They do not need to be registered in a class to appear on this list. Users who are troubleshooting current students will need to filter the data by birthdate or graduation date to select the appropriate range.

Click on the Generate export field

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Students

- Student Hold Export
- Student Directory
- Student Total Credits Earned
- Concurrent On-Campus Student Loads

STUDENT HOLD EXPORT

High School(s)*
Riverton

[Generate Export](#)

Click on the recent runs field

Description **Recent Runs**

Pulls a list of all concurrent enrollment students as far back as 2012 listing holds associated with their account that could interfere with registration. Students appear on this list after applying for admission. They do not need to be registered in a class to appear on this list. Users who are troubleshooting current students will need to filter the data by birthdate or graduation date to select the appropriate range.

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Students

- Student Hold Export
- Student Directory
- Student Total Credits Earned
- Concurrent On-Campus Student Loads

STUDENT HOLD EXPORT

High School(s)*
Riverton

[Generate Export](#)

Click on the Run report field

Description **Recent Runs**

Show 10 entries

Run On	Status	Report
2022-11-03 02:02 PM	PENDING	Run report
2022-10-31 09:46 AM	RAN	Download Report

Showing 1 to 2 of 2 entries

Previous 1 Next

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Click on a category to view available reports

Classes

Instructors

Course Syllabi

Students

- Student Semester Credit Load
- Student Test Scores
- Student Hold Export
- Student Directory
- Student Total Credits Earned
- Concurrent On-Campus Student Loads

STUDENT HOLD EXPORT

High School(s)*
Riverton

[Generate Export](#)

Click on the Download report field

Description **Recent Runs**

Show 10 entries

Run On	Status	Report
2022-11-03 02:02 PM	RAN	Download Report
2022-10-31 09:46 AM	RAN	Download Report

30

Click on a category to view available reports

Classes	Student Semester Credit Load
Instructors	Student Test Scores
Students	Student Hold Export
	Student Directory
	Student Total Credits Earned
	Concurrent On-Campus Student Loads

STUDENT HOLD EXPORT

High School(s)*
Riverton

Generate Export

Click on the Student directory field

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Click on a category to view available reports

Classes	Student Semester Credit Load
Instructors	Student Test Scores
Students	Student Hold Export
	Student Directory
	Student Total Credits Earned
	Concurrent On-Campus Student Loads

STUDENT DIRECTORY

High School(s)*

Select your high school

- [Select all]
- Riverton

STUDENT DIRECTORY

High School(s)*
Riverton

Generate Export

Description | **Recent Runs**

Shows 10 entries

Run On	Status	Report
--------	--------	--------

Pulls all directory information for every concurrent enrollment student that has ever participated in the concurrent enrollment program from the time we began importing information into MyCE (approx. 2012 to present). This is useful for bulk emails for the purpose of sending reminders, announcements, or student surveys for various graduating classes. Users will need to filter the data by birthdate or graduation date to select the appropriate range, to avoid sending emails to all

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Click on a category to view available reports

Classes	Student Semester Credit Load
Instructors	Student Test Scores
Students	Student Hold Export
	Student Directory
	Student Total Credits Earned
	Concurrent On-Campus Student Loads

STUDENT DIRECTORY

High School(s)*
Riverton

Generate Export

Click on the Generate export field

Description | **Recent Runs**

Shows 10 entries

Run On	Status	Report
--------	--------	--------

Pulls all directory information for every concurrent enrollment student that has ever participated in the concurrent enrollment program from the time we began importing information into MyCE (approx. 2012 to present). This is useful for bulk emails for the purpose of sending reminders, announcements, or student surveys for various graduating classes. Users will need to filter the data by birthdate or graduation date to select the appropriate range, to avoid sending emails to all CE students all the way back to 2012.

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Student Directory

Student Total Credits Earned

Concurrent On-Campus Student Loads

STUDENT DIRECTORY

High School(s)*
Riverton

Generate Export

Click on the Recent runs field

Description Recent Runs

Pulls all directory information for every concurrent enrollment student that has ever participated in the concurrent enrollment program from the time we began importing information into MyCE (approx. 2012 to present). This is useful for bulk emails for the purpose of sending reminders, announcements, or student surveys for various graduating classes. Users will need to filter the data by birthdate or graduation date to select the appropriate range, to avoid sending emails to all CE students all the way back to 2012.

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Click on a category to view available reports

Classes

Instructors

Students

Student Semester Credit Load

Student Test Scores

Student Hold Export

Student Directory

Student Total Credits Earned

Concurrent On-Campus Student Loads

STUDENT DIRECTORY

High School(s)*
Riverton

Generate Export

Click on the Run report field

Description Recent Runs

Show 10 entries

Run On	Status	Report
2022-11-03 02:02 PM	PENDING	Download Report
2022-10-31 09:46 AM	RAN	Download Report

35

Click on a category to view available reports

Classes

Instructors

Students

Student Semester Credit Load

Student Test Scores

Student Hold Export

Student Directory

Student Total Credits Earned

Concurrent On-Campus Student Loads

STUDENT DIRECTORY

High School(s)*
Riverton

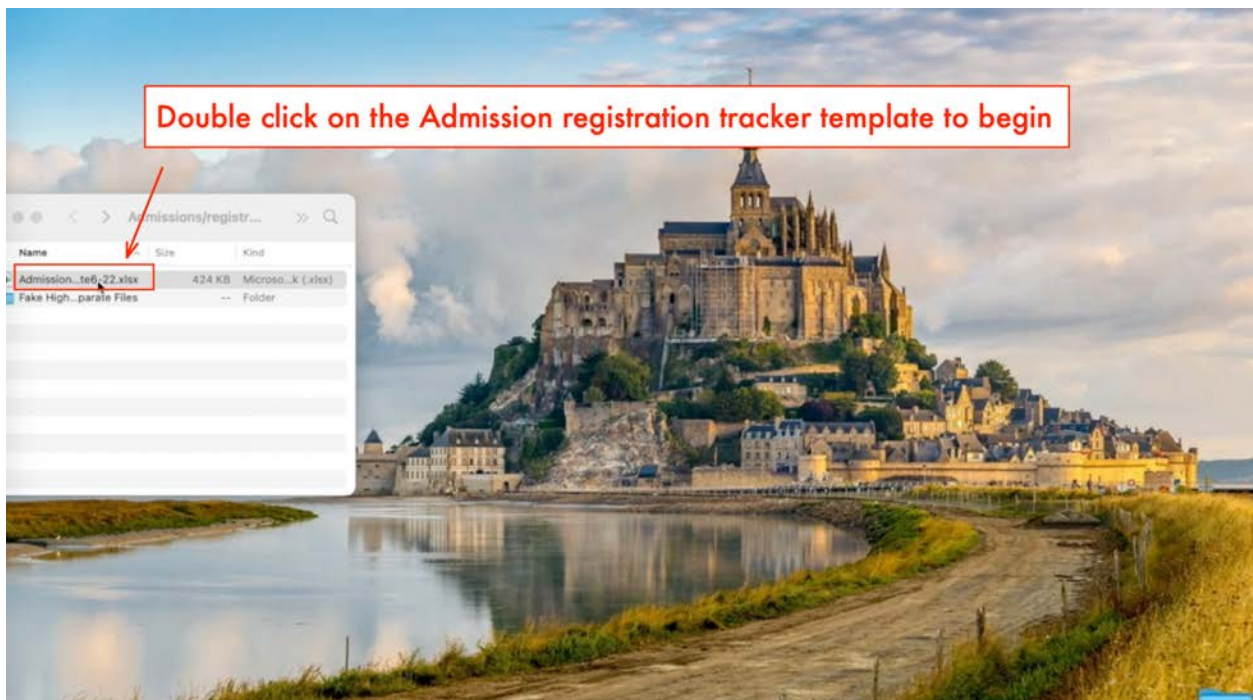
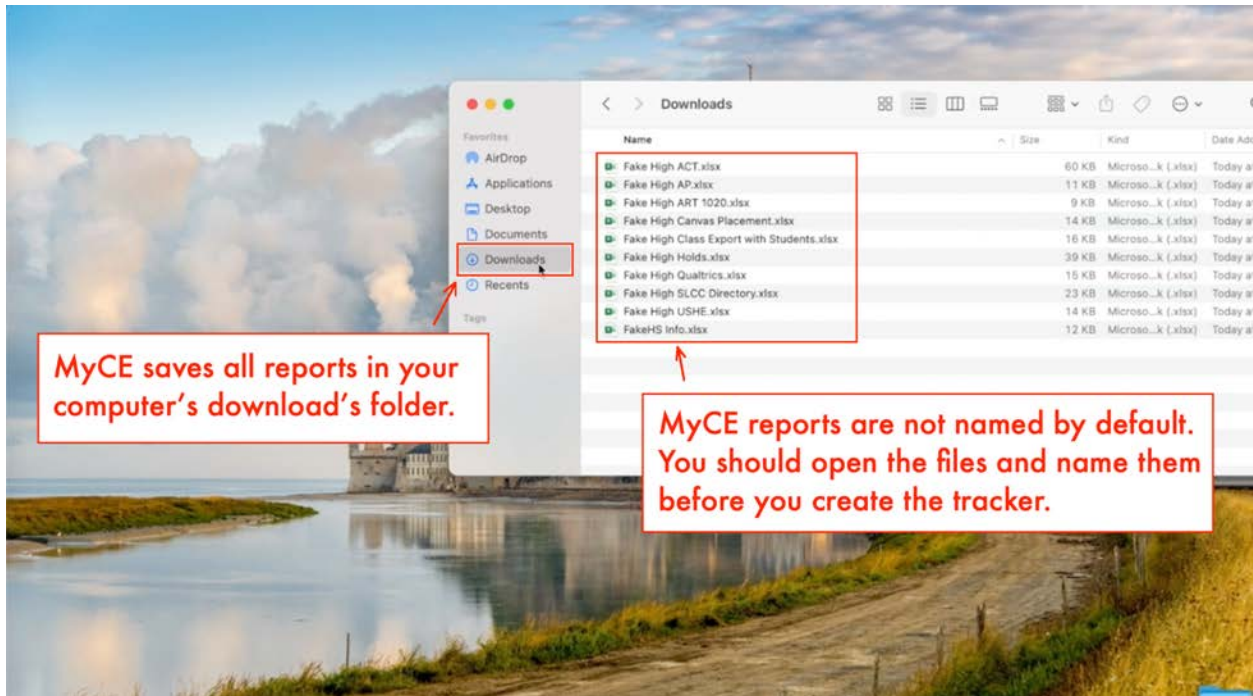
Generate Export

Click on the Download report field

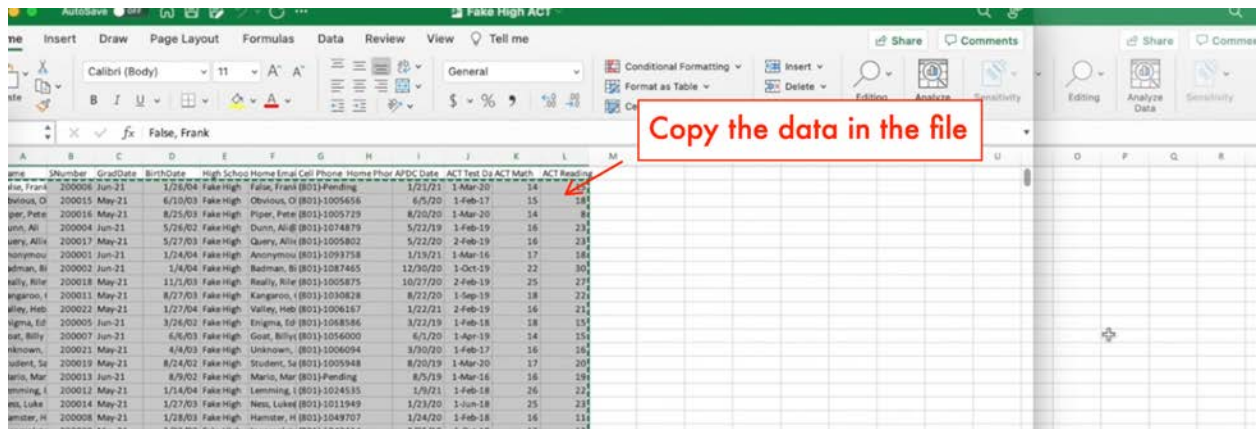
Description Recent Runs

Show 10 entries

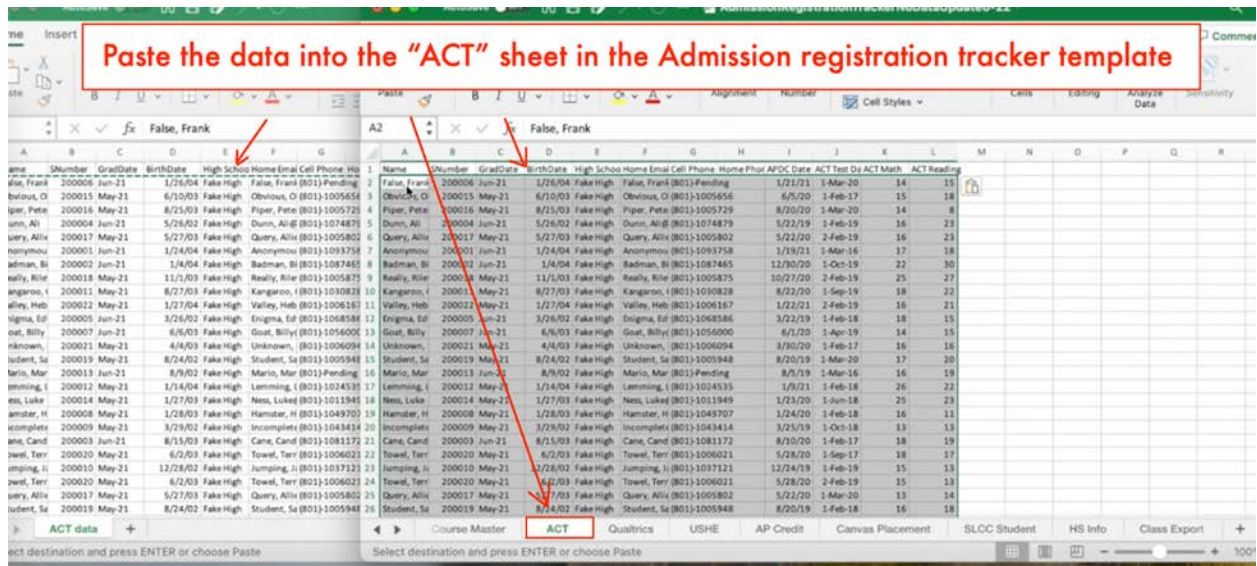
Run On	Status	Report
2022-11-03 02:03 PM	RAN	Download Report
2022-10-31 09:46 AM	RAN	Download Report



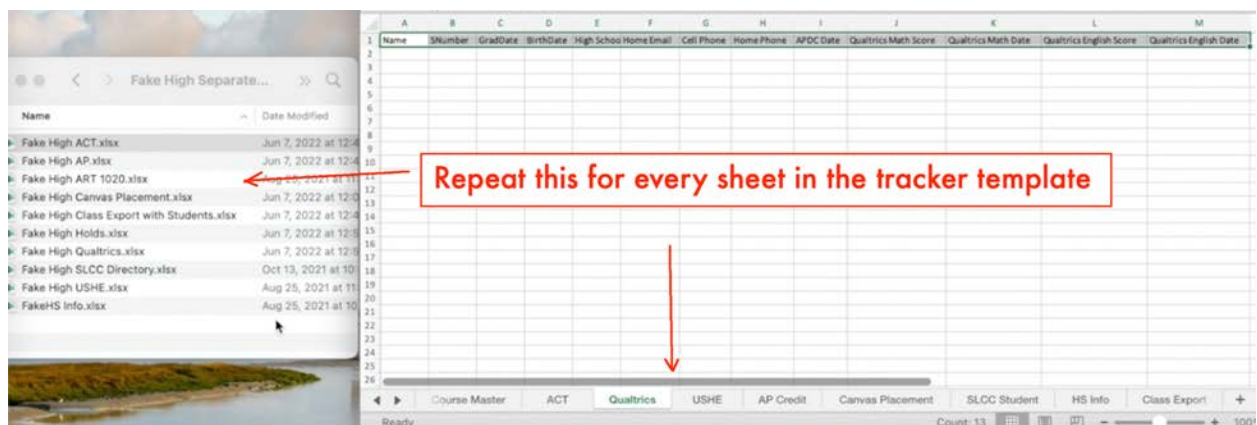
41



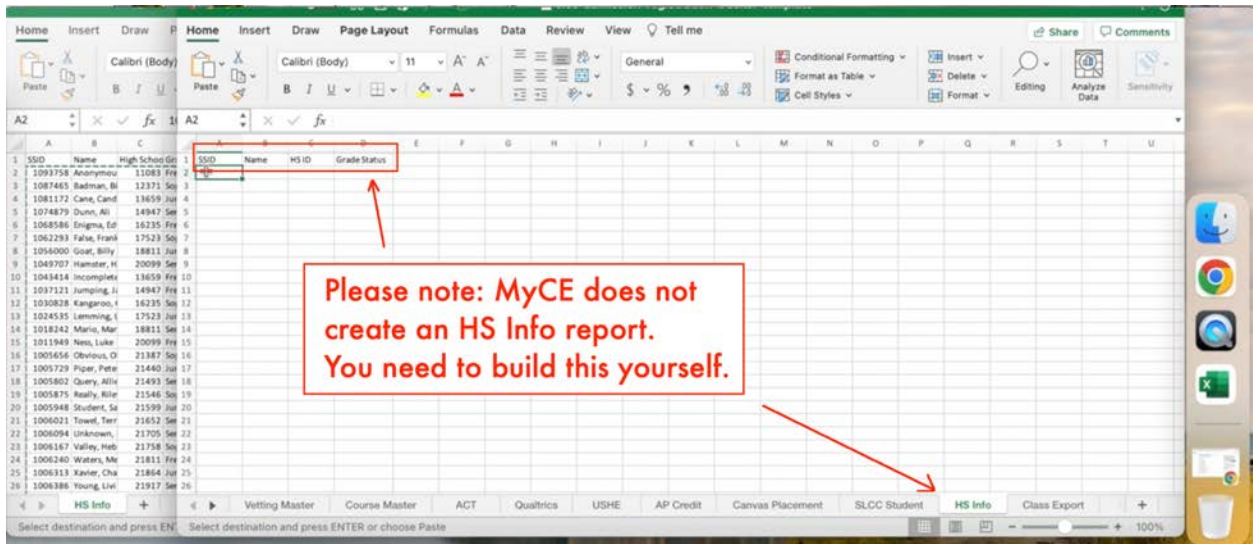
42



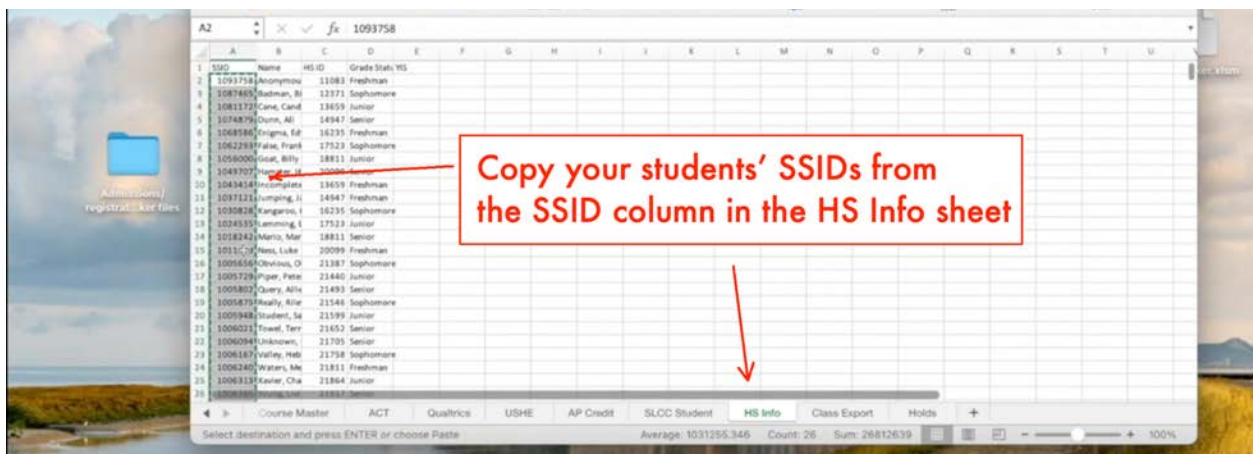
43



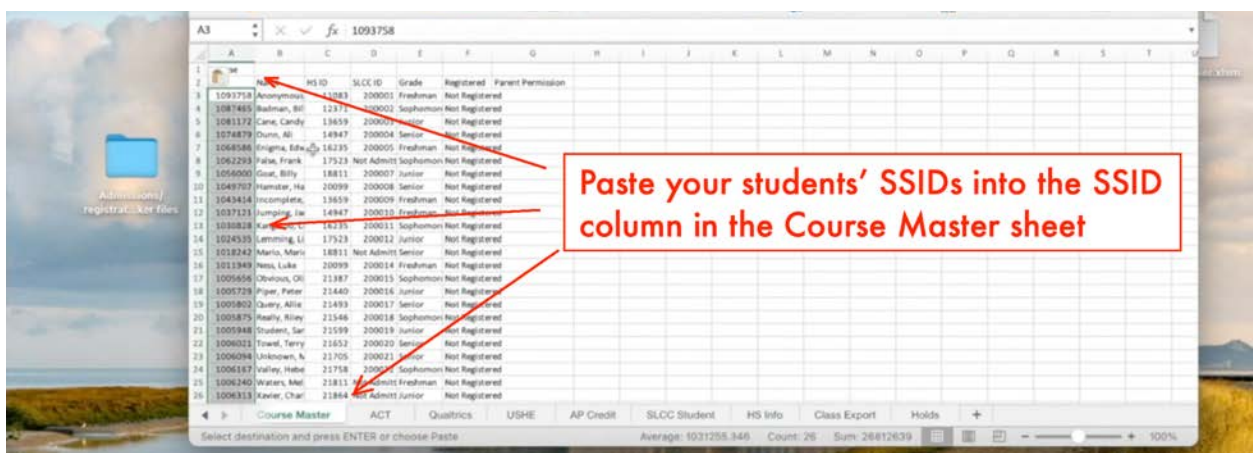
44



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The image shows a screenshot of an Excel spreadsheet with a table of student data. A red-bordered box with white text is overlaid on the table, containing the warning: "Adding anything else in the Course and Vetting Master sheets will break the file". The table has columns for Name, Admission Date, S Number, HS ID, SSID, Grade Status, ACT Reading, ACT Math, SLCC Placement Reading, SLCC Placement Math, USHE Qualified, and ENG. The data rows are numbered 1 through 20. The spreadsheet interface includes a formula bar at the top showing "E2" and "fx 1093758", and a status bar at the bottom showing "Average: 1031255.346 Count: 26 Sum: 26812639".

	Name	Admission Date	S Number	HS ID	SSID	Grade Status	ACT Reading	ACT Math	SLCC Placement Reading	SLCC Placement Math	USHE Qualified	ENG
1	Anonymous, Andy	1/19/21	200001	11083	1093758	Freshman	18	17	1010	1050	Yes	Yes
2	Bachman, Billy	12/30/20	200002	12371	1087465	Sophomore	30	28	1010	1050	No	Yes
3	Cane, Candy	8/10/20	200003	13659	1081172	Senior	19	19	1010	1010	Yes	Yes
4	Davis, All	5/22/19	200004	14947	1074878	Senior	23	19	1010	1010	Yes	Yes
5	Enigma, Edward	3/22/19	200005	16235	1048586	Freshman	35	23	1010	1010	Yes	No
6	Falso, Frank	Not yet admitted	Not yet admit	17323	1042293	Sophomore	0	0	0	0	Not yet admitted	No
7	Goad, Billy	6/1/20	200007	18811	1054000	Junior	23	21	1010	1050	Yes	Yes
8	Hambler, Hallie	1/24/20	200008	20099	1049702	Senior	18	25	1010	1050	Yes	Yes
9	Incomplete, Isaac	3/25/19	200009	13659	1043433	Freshman	27	25	1010	1010	Yes	Yes
10	Jumping, Jack	12/24/19	200010	14947	1077221	Freshman	23	25	1010	1010	No	Yes
11	Kangaroo, Courtney	8/22/20	200011	16235	1030828	Sophomore	23	23	1010	1050	Yes	Yes
12	Lemming, Lisa	3/9/21	200012	17923	1024539	Junior	32	27	1010	1010	Yes	Yes
13	Mario, Maria	Not yet admitted	Not yet admit	18811	1018243	Senior	0	0	0	0	Not yet admitted	No
14	Ness, Luke	1/23/20	200014	20099	1011848	Freshman	23	26	1010	1010	Yes	Yes
15	Obinous, Olivia	6/5/20	200015	21387	1005654	Sophomore	18	16	1010	1010	Yes	Yes
16	Piper, Peter	8/20/20	200016	21440	1005729	Junior	30	35	1010	1050	No	Yes
17	Quiry, Alle	5/22/20	200017	21499	1005802	Senior	23	16	1010	1010	Yes	Yes
18	Realty, Riley	10/27/20	200018	21544	1005875	Sophomore	27	26	1010	1010	Yes	Yes
19	Stevens, Samantha	8/26/20	200019	21593	1005848	Junior	26	19	1010	1010	No	Yes
20									1010	1050	Yes	Yes
21									1010	1010	Yes	Yes
22									0	0	Not yet admitted	No
23									0	0	Not yet admitted	No
24									0	0	Not yet admitted	No
25									0	0	Not yet admitted	No
26									0	0	Not yet admitted	No