**Records -> Classes -> Enrollments**

**Content:** The Class Enrollments lister maintains a list of students by class with their class status, start date and end date.

**Created:** The first time a student is associated with a Class ID. Students are duplicated.

**Tip:** Open any record and use the Instructional Hours field on the Navigator Panel to edit Instructional Hours for the student.

**Use to:** Find classes and associated students.

**Example(s) Using this Lister:**

1. On the Records menu, point to Classes, and select Enrollments.

2. Click Refresh.

3. Click the sort button above the Name column to sort alphabetically by name.

4. Note that this list is duplicated, but that it displays only one record for each class in which the student is enrolled.

5. Open either record for student 54443236 – Sofia Fraticelli.

6. Double-click the link in the blue area (next to the orange arrow) to open Sofia’s Student Record.
7. On the Navigator bar, click Class Enrollments. The list of two records matches what you just reviewed in the Class Enrollments lister.

8. Click Program Enrollments. Note there is only one record here. Also, the entered date in Program Enrollments matches the earlier record in Class Enrollments.

9. This documents that Sofia is enrolled in two separate classes, both under instructional program ESL – that is, two records in Class Enrollments to match the two classes, and one in Program Enrollments to reflect the one program.