




## Student Records Generating Permission Numbers - Navigation

SES/CAESAR v9.0

<i>Where Do I Go To Find...</i>	<i>How to Navigate There in 9.0</i>
<b>Active Terms for a Student</b>	Records and Enrollment > Career and Program Information> Student Term Search
<b>Address Information – Student</b>	Campus Community > Personal Information (Student) > Biographical (Student) >Addresses/Phones> View Addresses
<b>Address Information – Parent</b>	Campus Community > Personal Information (Student) > Biographical (Student) > Relationships > Relationships
<b>AP Credit</b>	Records and Enrollment > Transfer Credit Evaluation > Test Credits - Manual
<b>Class Enrollment Totals</b>	Curriculum Management >Schedule of Classes > Update Sections of a Class[Class Enrollment Limits]
<b>Class Meeting Times and Instructors</b>	Curriculum Management > Schedule of Classes >Maintain Schedule of Classes > [Meetings]
<b>Class Rosters</b>	Curriculum Management > Class Roster > Class Roster
<b>Cumulative Statistics</b>	Records and Enrollment > Student Term Information > Term History > [Cumulative Statistics]
<b>Enrollment Summary</b>	Records and Enrollment > Enrollment Summaries > Enrollment Summary
<b>FERPA Information</b>	If the FERPA icon (  ) appears on a page in SES you may click on the icon to see that the student has requested that none of his or her data is designated as releasable
<b>Generating Permission Numbers</b>	Records and Enrollment> Term Processing> Class Permissions> Class Permissions
<b>Grades by Term</b>	Home> Records and Enrollment> Student Term Information> Student Grades
<b>Level and Load</b>	Records and Enrollment> Student Term Information> Term Activate a Student [Term Activation]
<b>Program, Plan or Sub-Plan</b>	Records and Enrollment> Career and Program Information> Student Program/Plan
<b>Service Indicators</b>	Click on Service Indicator icon (  or  ) or navigate to: Campus Community > Service Indicators (Students) >Manage Service Indicators

For further assistance, please contact the SES Help Desk at [ses@northwestern.edu](mailto:ses@northwestern.edu)

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<i>Where Do I Go To Find...</i>	<i>How to Navigate There in 9.0</i>
<b>Student Degrees</b>	Records and Enrollment > Graduation > Student Degrees
<b>Term Statistics</b>	Records and Enrollment > Student Term Information > Term History [Term Statistics]
<b>Transfer Credit (UGRD and SCS)</b>	Records and Enrollment > Transfer Credit Evaluation > Course Credits - Manual
<b>Transfer Credit (TGS) Note:</b> this page contains special transcript notations that appear on a student's transcript.	Records and Enrollment > Transcripts > Transcript Text

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