TERM SUMMARY

This instruction guide will walk you through how to view a Term Summary via the Student Services Center.

NAVIGATION

Use the following navigation to navigate to the Student Services Center:

1. Click the NavBar icon
2. Click Main Menu
3. Click Student Information System
4. Click Campus Community
5. Click Student Services Center

PROCESS

Use the following steps to add a student to the Class Permissions list:

1. Enter the student’s UFID in the ID field
2. Click the Search button
3. Click the **Academics** tab

4. **Scroll** down to view the Term Summary

![Student Services Center](image)

**Note:**

Check to see if students are term activated (set up for a term of registration), in the correct career. In the above example, the student is term activated for 2188 under the Law career. This is especially important for concurrent/joint degree seeking students.
5. You can also view the total units in progress on this page.

FOR ADDITIONAL ASSISTANCE

**Technical Issues**
The UF Computing Help Desk
352-392-HELP
helpdesk.ufl.edu

**Policies and Directives**
Office of the University Registrar
352-392-1374
registrar.ufl.edu