STUDENT GROUPS – VIEW STUDENT GROUPS BY STUDENT

Student Groups are any identified group to be tracked and they can also be used to manage enrollment, immunization requirement, and mandatory health insurance requirements, among other things.

Some examples of Student Groups include specific distance-learning cohorts, student veterans, preview, and students participating in a study abroad programs.

You can view all of the students within a student group using the following steps.

NAVIGATION

1. Click Main Menu
2. Click Student Information System
3. Click Records and Enrollment
4. Click Career and Program Information
5. Click View Student Groups by Student

VIEW STUDENT GROUPS BY STUDENT

1. On the View Student Groups by Student Page, the Academic Institution automatically populates to UFLOR. Do not change this.

   In the Student Group field, enter the student group you wish to review. You can also use the look-up tool (magnifying glass) to search for the student group. Then, click the Search button.
2. In the **Select Effective Dates** field, you can select Most Current Active, Most Current Inactive, All, or Most Current Any Status. In this example, since we are searching for the listing of Active students within an Active student group, we will select **Most Current Active**. Then, click the **Get Results** button.

   ![View Student Groups by Student](image)

3. You will see a listing of all students in the selected student group.

   ![View Student Groups by Student](image)

**ADDITIONAL HELP**

**Office of the University Registrar**
352-392-1374
[https://registrar.ufl.edu/](https://registrar.ufl.edu/)

**Student Groups myUFL Toolkit**

**UF Computing Help Desk**
352-392-HELP (4357)
[http://helpdesk.ufl.edu/](http://helpdesk.ufl.edu/)