
Use the following query for viewing applications that have been sent to Study Abroad Office (SAO) and/or departments for faculty processing for Incoming Exchange applicants.

[Reporting Tools](#)

Query:

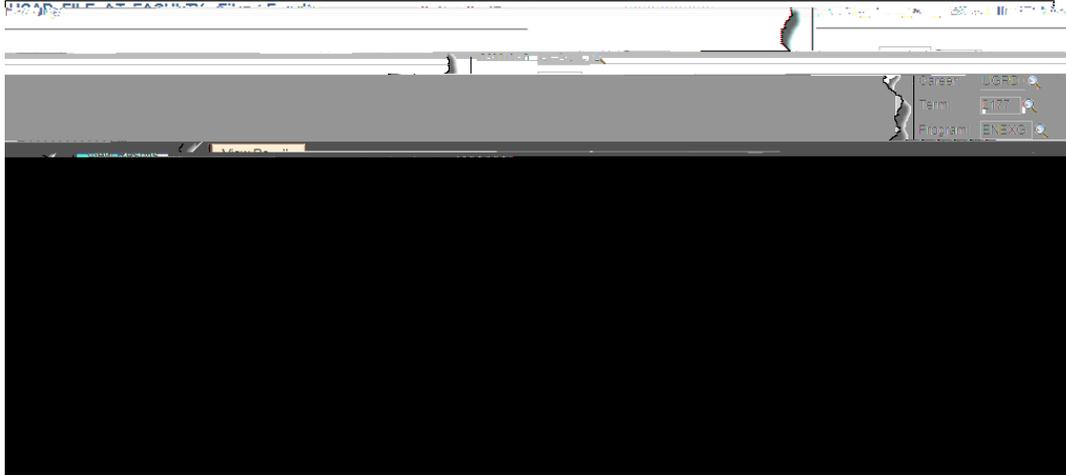
UCAD_FILE_AT_FACULTY

SA – Processing Online Applications

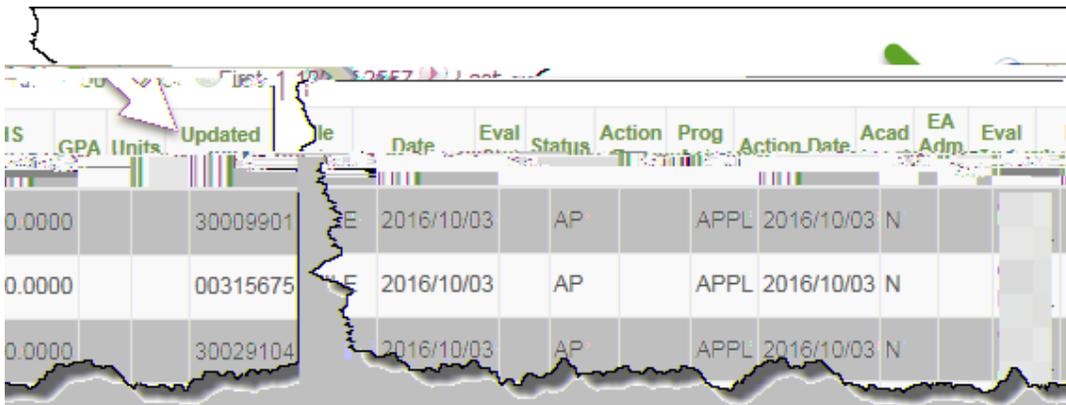


5. Scroll down to the query

9. The results display the student ID number, name, Academic Program, File Status (File), Date that the file was sent to the Faculty.



10. Scrolling to the right displays additional information such as the Updated By column which lists the individual in Enrolment Services who forwarded the application to Study Abroad Office for review.



The screenshot shows a web browser window displaying the query results. The table has the following columns: IS, GPA, Units, Updated, File, Date, Eval, Status, Action, Prog, Action Date, Acad, EA, Eval, and F. The data rows show student information for the year 2016/10/03.

IS	GPA	Units	Updated	File	Date	Eval	Status	Action	Prog	Action Date	Acad	EA	Eval	F
0.0000			30009901	E	2016/10/03		AP	APPL		2016/10/03	N			
0.0000			00315675	E	2016/10/03		AP	APPL		2016/10/03	N			
0.0000			30029104	E	2016/10/03		AP	APPL		2016/10/03	N			

End of Procedure.

For the corresponding online learning, consult www.ucalgary.ca/ittraining