
Query:
UCAD_INCOMPLETE_APPLICATION
SA – Processing Online Web Applications

Follows these steps to complete a query for incomplete applications related to Incoming Exchange. Incomplete applications refer to essential requirements missing from an application therefore it cannot be processed.

1. Click the Reporting Tools link.
2. Click the Query link.
3. Click the Query Viewer link.
4. In order to view queries relative to admissions, enter "ucad" in the "Search By begins with" text box and press Enter or Search.
Click the Search button.
5. A reduced list of queries will display. To view the entire list of queries, click View All.
Click the View All link.
6. Scroll down to view the query UCAD_INCOMPLETE_APPLICATIONSTip: Click Favorite to include this query as a favorite.
Click the HTML link.

Query:

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7. Enter the Institution (UCALG) and the applicable Admit Term (e.g. 2177 Fall 2017).
Click the Look up Program button.

8.

