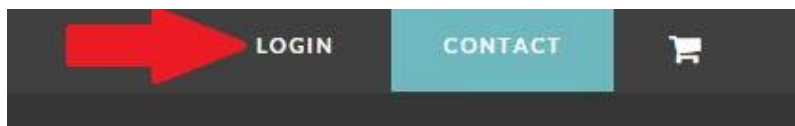
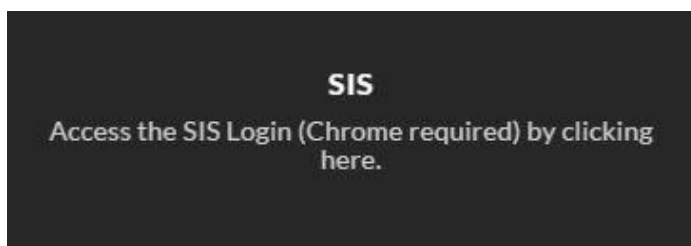


This document is intended to help partner-school staff view their affiliation's enrolment history in ADLC's Student Information System (SIS).

1. Go to <http://www.adlc.ca> and click on **Login** at the top of the page.



2. Click on **SIS**.



3. Enter your Username and Password and click on **Login**.
4. Click on the **Affiliations** tab.
5. Click on the name of your school.
6. In the menu on the left-hand side, click on **Enrollment History**. This will show you a list of all the students who have either completed or have been withdrawn from a course.
7. You can change the way the list is sorted by clicking on any column name. (For example, if you click on the word *Status*, the data will sort alphabetically. You can click the word *Status* again to reverse the data sort.)

Student	Section	Marker	Start	End	Exit	Status	Grade	Assignments	Weeks	Teacher	School	Semester	Delivery Method	Descriptors	Original Exp. Date	# Granted Extensions	Granted Ext. Type	Current Exp. Date
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Note: If you would like to export the results to Excel, you can click the button in the upper right-hand corner that says **Export Results to Excel**.

Contact

If at any time you have questions, please contact:

Registrations Department

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