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### **ISIS Student Records Inquiry Training Offered**

A new training session has been scheduled for university employees who are users of student records in ISIS. Student Records Inquiry is designed for new and veteran ISIS users who need to retrieve student record information.

The session will be held June 13 from 2:00 until 3:50 p.m. at ADSB 154 and will include an overview of the student records data structure in ISIS. In addition, participants will learn how to search for personal information data, as well as how to view enrollment and student program/plan information.

Student Records Inquiry training is limited to those employees who have access to and are able to view student records. Each participant will have a computer and follow the instructor in ISIS during the session. This will require each participant to use their individual ISIS login information for the session.

There is no charge for the training; however, space is limited to the first 14 registrants so early registration is recommended. Registration for the session is available on the web at <http://uits.uark.edu/train/index.htm>. Enrollment confirmation will be sent via e-mail.

For more information about any ISIS training, please e-mail the ISIS training office at [isistrn@uark.edu](mailto:isistrn@uark.edu).

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