SOS for Employees
Accessing Class Rosters

This document explains how staff faculty and instructional staff can view their class rosters in SOS.

Brief Details

After logging into SOS,
1. Click on *Faculty Services* tab.
2. Click on the *Summary Class List* link.
3. Select a term from the drop down menu, then click the *Submit* button.
4. Select the course (CRN) from the drop down menu and click the *Submit* button.
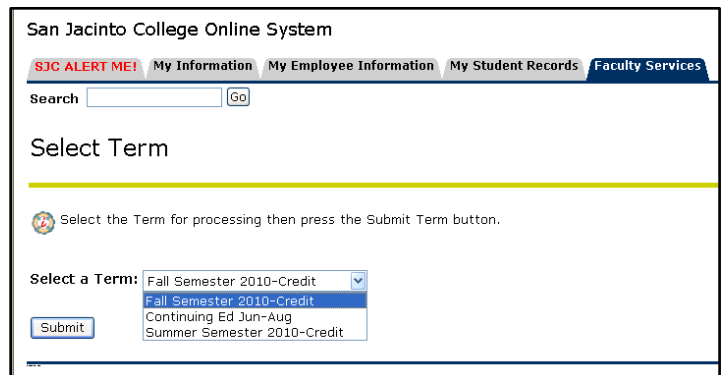5. Scroll down to view the roster.

Complete Details

1. After logging into SOS, click on *Faculty Services* tab.

2. Click on the *Summary Class List* link.
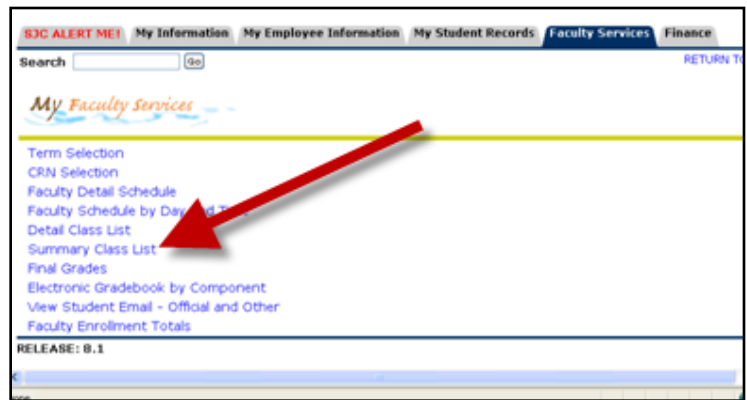
3. Select a term from the term drop down menu, then click the *Submit* button.

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4. Select the course (CRN) from the CRN drop down menu and click the *Submit* button.

San Jacinto College Online System

SJC ALERT ME! | My Information | My Employee Information | My Student Records | Faculty Services

Search [   ] Go

Select CRN

Please enter the CRN you wish to access, or select a different term from the menu.

CRN: [Chem Reformation/Relat Theory - 30941 ▾]

[Submit]

RELEASE: 8.1

5. Scroll down to see your roster.

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