Census Roster Navigation

After logging into SURF, click Faculty Center, then My Schedule to view your classes. Your class assignments for the current term are displayed on this page. If you would like to select a different term, click on the change term button. Click the Census Roster icon to view your online Census Roster. Online census rosters are available 3 days prior to the class census date.

How to Submit your Census Roster (prior to census date)

Online census rosters are available for submission only until the class census date. If you need to drop a student because of inactive enrollment use the Click here to Drop Students link. It will take you to the instructor drop process. Once your census roster is accurate, click the Certification checkbox and then Submit.
### MiraCosta Community College
#### Census Day Roster

**Summer 2015**  
*Eight Week - Second*  
MiraCosta Community College  
Credit

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Section</th>
<th>Title</th>
<th>Days and Times</th>
<th>Room</th>
<th>Instructor</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 100 - 03 (1188)</td>
<td></td>
<td>World History to 1500 (Lecture)</td>
<td>TBA</td>
<td>ONLINE</td>
<td></td>
<td>06/15/2015 - 08/06/2015</td>
</tr>
</tbody>
</table>

**Session:** AW2  
**Last Day to Drop w/o Wi:** 06/19/2015  
**Units:** 3.00  
**Census Date:** 06/11/2015

<table>
<thead>
<tr>
<th>Enrolled Students</th>
<th>ID</th>
<th>Name</th>
<th>Add Date</th>
<th>Drop Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>07229251</td>
<td>Barbato, Gabriella Aline</td>
<td>06/02/2015</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>07177146</td>
<td>Carasco, Tesfaye</td>
<td>06/02/2015</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>07186652</td>
<td>Castro Jr, Martin</td>
<td>06/02/2015</td>
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</tr>
<tr>
<td>4</td>
<td>07127685</td>
<td>Chaudhary, Avinash Singh</td>
<td>06/02/2015</td>
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<tr>
<td>5 *</td>
<td>02034003</td>
<td>Fuentez, Antonio</td>
<td>06/02/2015</td>
<td></td>
</tr>
</tbody>
</table>

**How to Drop Students**

To drop a student from the roster:

Click here to Drop Students

**Certification**

I verify that the names of the students that have been attending class appear on this roster. Students may not attend class if their name is not listed. Students who have already dropped will have a drop date in the Drop Date column.

Submitted by: [Submit]  
Data Submitted: 06/10/2015

*Click.*
MiraCosta Community College
Census Day Roster
Summer 2015

HIST 100 - 03 (1188)
World History to 1500 (Lecture)

<table>
<thead>
<tr>
<th>Days and Times</th>
<th>Room</th>
<th>Instructor</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>TBA</td>
<td>ONLINE</td>
<td>Robert Bond</td>
<td>06/15/2015 - 08/06/2015</td>
</tr>
</tbody>
</table>

Session: #W2
Last Day to Drop w/o W: 06/19/2015
Units: 2.00
Census Dates: 06/11/2015

### Census Roster

<table>
<thead>
<tr>
<th>ID</th>
<th>Name</th>
<th>Add Date</th>
<th>Drop Date</th>
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</thead>
<tbody>
<tr>
<td>020340135</td>
<td>Fuentes, Antonio</td>
<td>06/02/2015</td>
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<tr>
<td>07127855</td>
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<tr>
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<td>Canseco, Tessa A</td>
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<td>07186632</td>
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<tr>
<td>07229251</td>
<td>Barbato, Gabriella Alane</td>
<td>06/02/2015</td>
<td></td>
</tr>
</tbody>
</table>

Print, Sign, and Return

The Chancellor's Office requires all faculty to SIGN & RETURN census rosters even if you are not dropping any students.

Please verify the names of all students attending class appear on this roster. Students may not attend class if their name is not listed. Students who have already dropped will have a drop date in the Drop Date column.

Print, sign, and return this roster to Admissions & Records in Oceanside or San Eligo (mail stations 10A or 17B).

Faculty, please note that this is a CENSUS ROSTER, and as such only reflects enrollment changes up to Census Date.

Submitted Online by: John Smith
Date Submitted: 06/10/2015
How to Submit your Census Roster (after census date)

The electronic submission option is no longer available once the census date of the class has passed. You will need to print your census roster, sign it and return it to Admissions and Records.

Click Printer Friendly Version.
MiraCosta Community College
Census Day Roster

Summer 2015

Course: HIST 111  
Session: Six Wk 1  
Instr Name:

Class Nbr: 1248  
Description: US HISTORY SINCE 1877  
End Date: 2015-07-23

Component: LEC  
Census Date: 2015-06-08

Units: 3  
Start Date: 2015-06-15

<table>
<thead>
<tr>
<th>Student ID</th>
<th>Name</th>
<th>Add Date</th>
<th>Drop date (Last Date of Attendance)</th>
<th>Drop request</th>
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</thead>
<tbody>
<tr>
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<td>2015-06-02</td>
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<td></td>
</tr>
<tr>
<td></td>
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<td>2015-06-02</td>
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</tr>
<tr>
<td></td>
<td></td>
<td>2015-06-02</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

How to Drop Students:
To drop a student from the roster:
1. Please check the "Drop Request" checkbox for the student.
2. If you are dropping a student with an asterisk * please indicate the last date of attendance in the Drop Date column. An asterisk * next to a students name indicates they are receiving veterans benefits and/or financial aid.

Print, Sign, and Return
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Please verify the names of all students attending class appear on this roster. Students may not attend class if their name is not listed. Students who have already dropped will have a drop date in the Drop Date column.

Print, sign, and return this roster to Admissions & Records in Oceanside or San Elijo (mail stations 10A or 17B).

Signature ______________________________  Date ____________