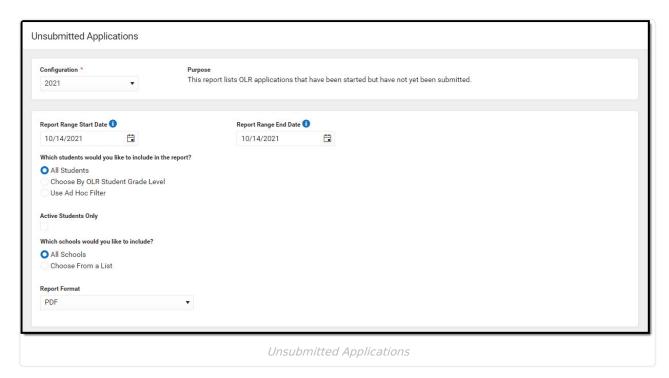# Unsubmitted Applications

Last Modified on 03/11/2024 8:45 am CDT

Online Registration Workflow | Report Editor | Report Example

> This documentation applies to both versions of Online Registration.

Tool Search: Unsubmitted Applications

The Unsubmitted Applications report returns a list of individuals who have created online applications but have not submitted them.

Unsubmitted Applications

Online Registration Workflow

▶ Click here to expand...

Report Editor

Field	Description
Configuration *Required*	The year configuration.

Field	Description
Report Range Start Date	Records are limited to those reported between the selected dates.
Report Range End Date	Records are limited to those reported between the selected dates.
Which students would you like to include?	Students can be selected for inclusion in the report by **All Students**, **Enrollment Grade** level, or an **Ad hoc Filter**. When an Ad hoc Filter is selected, only those students in the selected filter AND in the selected calendar(s) are reported.
Active Students Only	When marked, only students who have a current year enrollment record are included in the results.
Which schools would you like to include?	The school(s) that will display on the report.
Report Format	The report can generate in either PDF or CSV.

Report Example

Unsubmitted Applications Print PDF