

# Retrieve Withdrawn Student Course Activity Data

Last Modified on 02/02/2023 12:31 pm CST

## Retrieving Grades and Attendance for Dropped Students

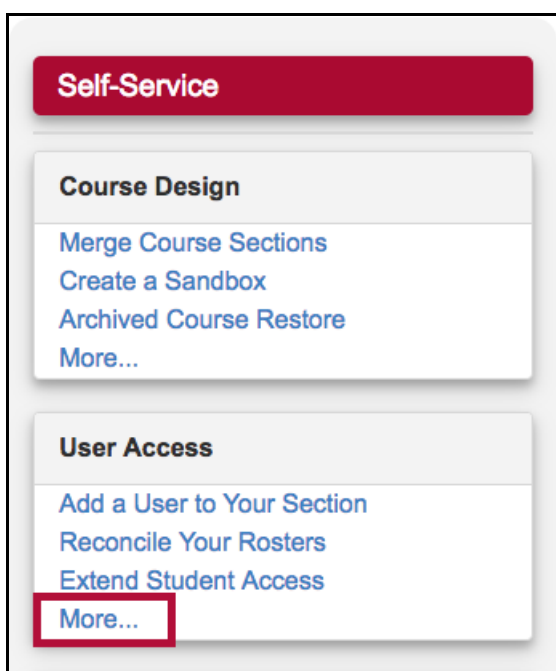
To find the grades or attendance for a student who has withdrawn or been dropped from a course, please see [View Attendance & Grades for Withdrawn \(Unenrolled\) Users](https://vtac.lonestar.edu/help/a184) (<https://vtac.lonestar.edu/help/a184>).

**NOTE:** If a dropped student re-enrolls into the course, their pre-existing grades in D2L would also be restored in full.

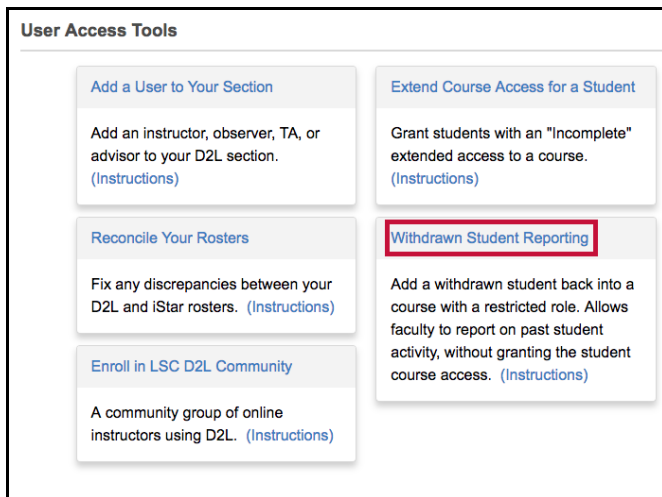
## Retrieving Submissions for Dropped Students

Follow the steps below to retrieve submissions and activity records for a dropped student.

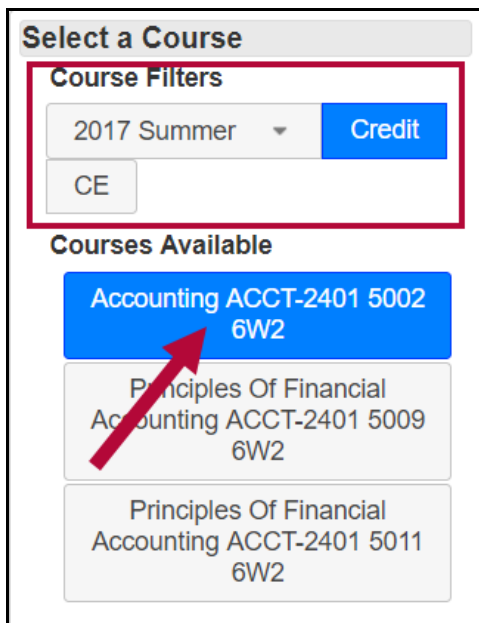
1. Log into D2L.
2. Click on **VTAC Support** in the navbar.
3. In the **Self-Service** column under **User Access**, click on **More...**



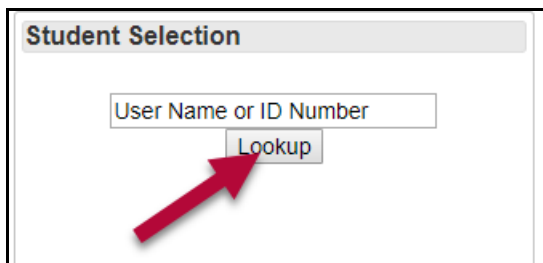
4. Click on **Withdrawn Student Reporting** under **User Access Tools**.



5. On the form that opens up, under **Select a Course**, select the semester from the **Course Filters**.
6. Indicate either Credit or CE.
7. Select from Courses Available.



8. Enter User Name or ID Number under **Student Selection** and click **Lookup**.



9. Select Student's Name and click **Submit**.

The student will appear in your Classlist (but will *not* have any access to the course) so that you can retrieve submissions and course activity for the student.