Reconcile Your D2L and iStar Rosters

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To access the form, click the button under **Ready to fill out the form?** at the bottom of the page.

Alternatively, you can access this form by selecting **[VTAC Self-Service Forms]** in the upper-left navigation menu, then choose the appropriate form from the list.

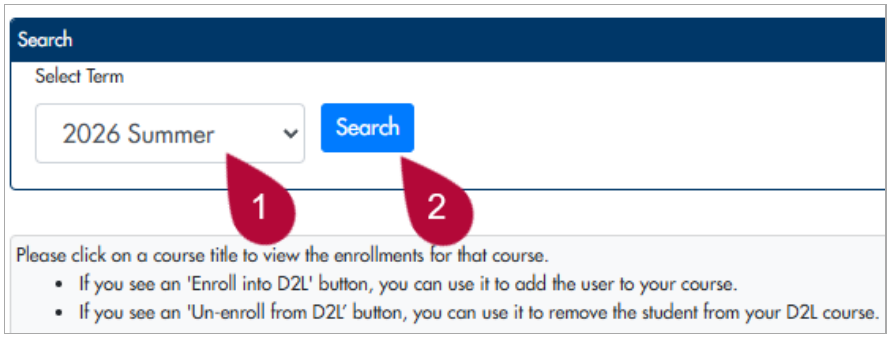
There may be times when your course's **D2L Classlist** does not accurately reflect the class roster in **iStar/MyLoneStar**. To correct the D2L Classlist you can use the **Reconcile your Rosters** form (sometimes referred to as the **Verify Brightspace Roster** form).

ALERT: Enrolling a student who has been granted **Extended Access** to your course will result in the student losing access to your course.

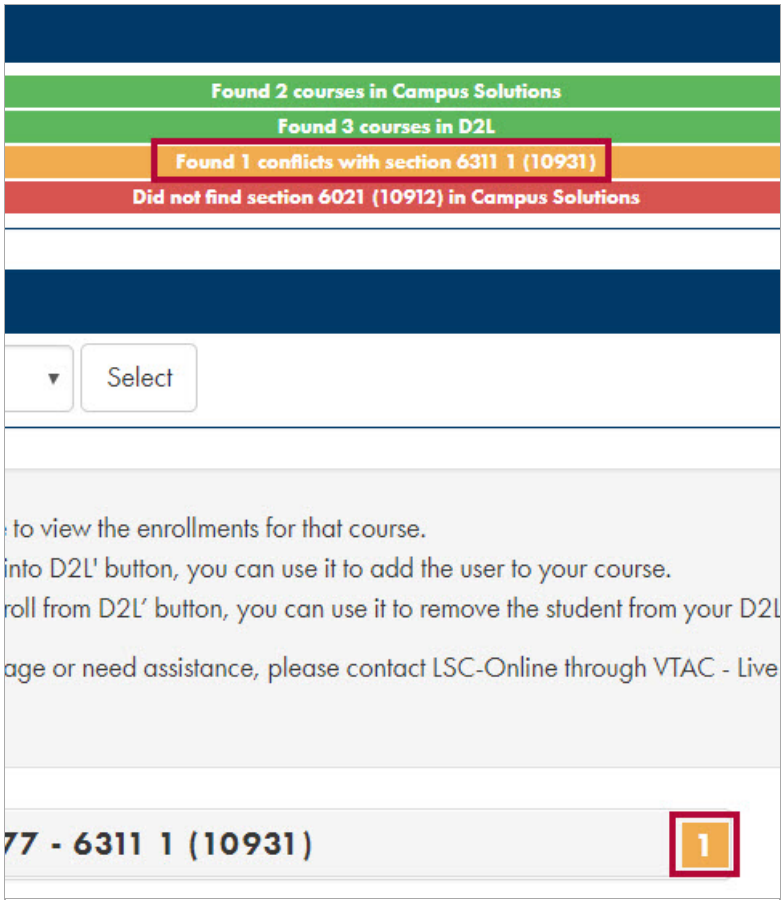
Show Video Demo

Reconcile your Rosters

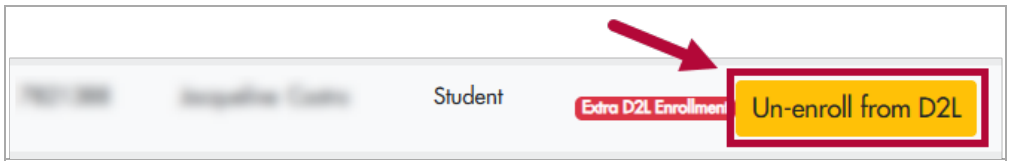
1. In the window that opens, select a **term**, then click the **[Select]** button.



You will see any conflicts listed under **Message(s)**. The number at the end of the bar is the number of roster discrepancies.



2. For each student that needs to be enrolled or unenrolled, click the **[Enroll into D2L]** or **[Un-Enroll from D2L]** button next to the student's name.



Frequently Asked Questions

Q: I have a student that was added to my class, but they are not showing on my roster. I tried to reconcile my roster and the student is not showing there either.

If the student does not appear after running the Reconcile Roster process, first verify that the student is officially enrolled in iStar. New enrollments can take time to synchronize with D2L. If the student is enrolled but still does not appear in Classlist or Reconcile Rosters, contact VTAC Support for assistance.

Ready to fill out the form?

Click below to get started

Reconcile Your D2L and iStar Rosters Form