

## Download a CUSO Record

Last Updated: 12-January-26

### About Downloading a CUSO Record

You can download a CUSO's full record into an Excel file for easy viewing or saving. If your CUSO has multiple years of data, there is an option to download each year's record separately.

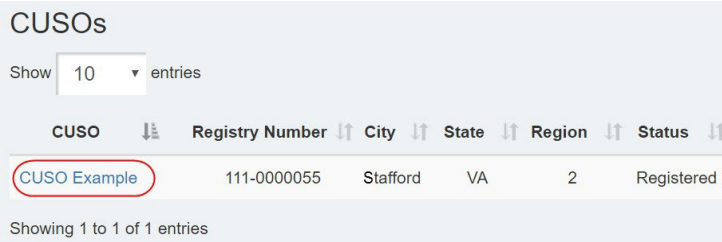
### Step 1: Navigate to CUSO List

To begin, log in to your CUSO account.

1. Open a Web browser and navigate to the [CUSO Registry](#).
2. Log in to your CUSO account.

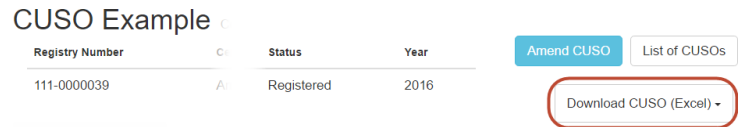


3. From the CUSO List, select the CUSO whose record you need to download.



### Step 2: Download CUSO Record

1. Click **Download CUSO**.



**Note:** If you have multiple years of data for your CUSO, select the year you would like to download.



2. Choose to open or save the file to the desired location. When the excel sheet opens, choose the section you would like to view from the Table of Contents.

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