

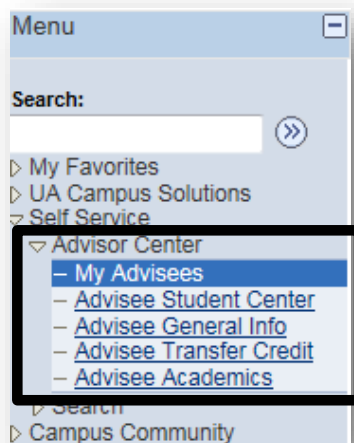
## ADVISING SELF SERVICE – PAGE 1

### ACCESS SELF-SERVICE

1. Select the path: **Self Service > My Advisees.**
2. Your advisees will load in alphabetical order.
3. Either:
  - a. Click **View Student Details** to access the Advisee Student Center page.
  - b. Click the **View Data for Other students** button to locate another student, not in your advisee list.

### NAVIGATION:

Use the navigation menu on the left to advance to additional pages with information about the student.



### ADVISEE STUDENT CENTER PAGE:

The screenshot shows the Advisee Student Center page with the following sections:

- Academics** (1)
  - My Class Schedule
  - Shopping Cart
  - My Planner
  - View/Order Your Textbooks
- Deadlines** (2)
  - other academic... (dropdown menu)
- This Week's Schedule**

Class	Schedule
3230 357-001 LEC (17344)	MoWe 5:10PM - 6:25PM Kolbe Hall 204
3650 130-002 LEC (10754)	MoWeFr 12:05PM - 12:55PM Auburn Sci 122
3650 130-014 LAB (13809)	Tu 1:10PM - 3:10PM Ayer Hall 110
7100 282-001 STU (14419)	TuTh 9:15AM - 11:55AM Folk Hall 124
7100 475-001 STU (14414)	MoWe 8:50AM - 11:30AM Folk Hall 129
7100 489-029 STU (17385)	MoWe 3:20PM - 6:00PM Folk Hall 190
7100 495-001 LEC (14127)	We 4:30PM - 5:05PM Folk Hall 102
7100 496-003 FLD (11552)	We 12:05PM - 12:35PM Folk Hall 107
- FERPA Indicator** (3)
  - No Holds.
  - To Do List: No To Do's.
  - Enrollment Dates: [Open Enrollment Dates](#)
  - Advisor: **Program Advisor** Katie Timperio, 330/972-5959, AS Advising: 330-972-7880, Honors Advising - 330-972-7966, [details](#)
- Demographic Data** (4)
  - [Emergency Contact](#)
- Contact Information**

<b>Home Address</b> 125 North Main St Youngstown, OH 44515-2807 Mahoning	<b>Mailing Address</b> Office of the University Registrar Simmon Hall Akron, OH 44325-6208 Summit
<b>Home Phone</b> 330/972-8453	<b>UANet Email Address</b> js10@uakron.edu

- |   |   |
|---|---|
| 1 | View details of the student's class schedule  |
| 2 | Options available from the drop down include: Course History, Exam Schedule, Grades, Transcript: View Unofficial, and Transfer Credit Report. |
| 3 | FERPA indicator, if applicable  |
| 4 | View date of birth, social security number, marital status, etc.  |

# ADVISING SELF SERVICE – PAGE 2

## ADVISEE GENERAL INFO:

Includes: Service indicators, student groups, addresses, initiated checklists, personal data and phones.

**Page Sections**

- [Service Indicators](#)
- [Initiated Checklists](#)
- [Student Groups](#)
- [Personal Data](#)
- [Addresses](#)
- [Names](#)
- [Email Addresses](#)
- [Phones](#)

COLLAPSE ALL  
EXPAND ALL

Service Indicators [edit service indicators](#)

★ Positive    ⓧ Negative

Type	Details	Amount	Currency	Start Term	End Term	Start Date	End Date	Department
★	<a href="#">Identifies converted student</a>			Affects all terms		01/28/2002		Registrar
ⓧ	<a href="#">Non Payment of Fees</a>			Affects all terms		09/16/2003		Loans & Receivables
ⓧ	<a href="#">No Bill</a>	104,040	USD	Affects all terms		04/30/2004		Loans & Receivables

[Go to top](#)

Either click a page section link to advance to that section or use the scroll bar to move down the page.

## ADVISEE TRANSFER CREDIT:

Running the Transfer Credit Report on the Student Center tab elicits the same information.

Course Credits

Model	Source	Career	Institution	Program	Plan	Articulation Term	Mode Status
<a href="#">Detail</a>	Zippy's School of Higher Learning	Graduate	The University of Akron	Education Grad nondegree		2008 Summer	Poste
<a href="#">Detail</a>	School of Hard Knocks #1	Undergraduate	The University of Akron	Business Undergraduates	Business Administration	2008 Spring	Poste

Test Credits

Model	Career	Institution	Program	Plan	Articulation Term	Model Status
<a href="#">Detail</a>	Undergrad	The University of Akron	Business Undergraduates	CBA - Restricted	2007 Fall	Complete
<a href="#">Detail</a>	Undergrad	The University of Akron	Business Undergraduates	CBA - Restricted	2008 Spring	Posted
<a href="#">Detail</a>	Undergrad	The University of Akron	Business Undergraduates	CBA - Restricted	2008 Summer	Posted
<a href="#">Detail</a>	Undergrad	The University of Akron	Business Undergraduates	Business Administration	2008 Summer	Posted
<a href="#">Detail</a>	Undergrad	The University of Akron	Education undergraduate		2008 Summer	Complete

Other Credits

Model	Career	Institution	Program	Plan	Articulation Term	Model Status
<a href="#">Detail</a>	Graduate	The University of Akron	Education graduate		2008 Summer	Posted
<a href="#">Detail</a>	Undergrad	The University of Akron	Business Undergraduates	Business Administration	2008 Summer	Posted

## ADVISING SELF SERVICE – PAGE 3

### ADVISEE ACADEMICS:

The Institution/Career/Program section provides the student's program/plan information.

Institution / Career / Program	edit program data																														
<ul style="list-style-type: none"> <li>AKRON - The University of Akron</li> <li>  UGRD - Undergraduate</li> <li>    UNIVU - University College Undergrad</li> <li>      C&amp;TU2 - C &amp; T Undergraduate- 2 yr</li> </ul>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Program:</td> <td>CTU2</td> <td>C &amp; T Undergraduate- 2</td> </tr> <tr> <td>Student Career Nbr:</td> <td>1</td> <td></td> </tr> <tr> <td>Status:</td> <td>Completed</td> <td>as of 12/18/1999</td> </tr> <tr> <td>Admit Term:</td> <td>3957</td> <td>1995 Fall</td> </tr> <tr> <td>Expected Graduation:</td> <td>3997</td> <td>1999 Fall</td> </tr> <tr> <td>Approved Load:</td> <td colspan="2">Full-Time</td> </tr> <tr> <td>Load Determination:</td> <td colspan="2">Base On Units</td> </tr> <tr> <td>Level Determination:</td> <td colspan="2">Base On Units</td> </tr> <tr> <td>Plan:</td> <td>222000AAS</td> <td>Criminal Justice Technology</td> </tr> <tr> <td>Requirement Term:</td> <td>3957</td> <td>1995 Fall</td> </tr> </table>	Program:	CTU2	C & T Undergraduate- 2	Student Career Nbr:	1		Status:	Completed	as of 12/18/1999	Admit Term:	3957	1995 Fall	Expected Graduation:	3997	1999 Fall	Approved Load:	Full-Time		Load Determination:	Base On Units		Level Determination:	Base On Units		Plan:	222000AAS	Criminal Justice Technology	Requirement Term:	3957	1995 Fall
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The Term Summary section displays Term Activation, Academic Standing, Level/Load, Class Enrollments, and Term Units and GPA information.

Term Summary	edit term data																																													
<ul style="list-style-type: none"> <li>AKRON - The University of Akron</li> <li>  UGRD - Undergraduate</li> <li>    4151 - 2015 Spring</li> <li>    4147 - 2014 Fall</li> <li>    4143 - 2014 Summer</li> <li>    4141 - 2014 Spring</li> <li>    4137 - 2013 Fall</li> <li>    4133 - 2013 Summer</li> <li>    4131 - 2013 Spring</li> <li>    4127 - 2012 Fall</li> <li>    4123 - 2012 Summer</li> <li>    4121 - 2012 Spring</li> <li>    4117 - 2011 Fall</li> <li>    4113 - 2011 Summer</li> </ul>	<p><b>2014 Summer</b></p> <p>Eligible to Enroll: Yes</p> <p>Primary Program: A&amp;SU   Arts &amp; Sciences undergraduate</p> <p>Academic Standing Status: Good Standing as of 2014-08-17</p> <hr/> <p><b>Level / Load</b></p> <p>Academic Level - Projected: Senior</p> <p>Academic Level - Term Start: Senior</p> <p>Academic Level - Term End: Senior</p> <p>Approved Academic Load: Full-Time</p> <p>Academic Load: Less than Half-Time</p> <hr/> <p><b>Classes</b></p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;"> <span style="color: green;">✔</span> Enrolled   <span style="color: blue;">✘</span> Dropped   <span style="color: orange;">▲</span> Wait Listed         </div> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr style="background-color: #e0e0e0;"> <th>Class</th> <th>Description</th> <th>Units</th> <th>Grading</th> <th>Grade</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td><a href="#">7100 479-401 (33734)</a></td> <td>Prof Photographic Practices (Practicum)</td> <td>3.00</td> <td>ABC/NC Grading</td> <td>B+</td> <td style="color: green;">✔</td> </tr> </tbody> </table> <p><a href="#">Quick Enrollment</a></p> <hr/> <p><b>Statistics</b></p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr style="background-color: #e0e0e0;"> <th>2014 Summer</th> <th>From Enrollment</th> <th>Cumulative Total</th> </tr> </thead> <tbody> <tr> <td colspan="3"><b>Units Toward GPA:</b></td> </tr> <tr> <td>Taken</td> <td>3.000</td> <td>85.000</td> </tr> <tr> <td>Passed</td> <td>3.000</td> <td>82.000</td> </tr> <tr> <td>In Progress</td> <td></td> <td></td> </tr> <tr> <td colspan="3"><b>Units Not for GPA:</b></td> </tr> <tr> <td>Taken</td> <td></td> <td></td> </tr> <tr> <td>Passed</td> <td></td> <td></td> </tr> <tr> <td>In Progress</td> <td></td> <td></td> </tr> <tr> <td>Transfer Units</td> <td></td> <td>28.000</td> </tr> <tr> <td colspan="3"><b>GPA Calculation</b></td> </tr> </tbody> </table>	Class	Description	Units	Grading	Grade	Status	<a href="#">7100 479-401 (33734)</a>	Prof Photographic Practices (Practicum)	3.00	ABC/NC Grading	B+	✔	2014 Summer	From Enrollment	Cumulative Total	<b>Units Toward GPA:</b>			Taken	3.000	85.000	Passed	3.000	82.000	In Progress			<b>Units Not for GPA:</b>			Taken			Passed			In Progress			Transfer Units		28.000	<b>GPA Calculation</b>		
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