

WebAdvisor – My Advisees

How do I access my advisee's test scores?

- Select 'My Advisees' from the WebAdvisor faculty menu
- Select appropriate term or enter a start date – click submit
- Hit the down arrow under 'Action'
- Select 'View Student Test Summary'

This will provide you will SAT/ACT test scores

How do I know if my advisee is in the Honors Program?

- Select 'My Advisee's' from the WebAdvisor faculty menu
- Hit the down arrow under 'Action'
- Select 'View Student Profile'
- View the 'Specialization' box

Not only will this provide Honors program information, but also other specializations as well

Student Profile also provides:

Home address
Email addresses
Phone number
Academic Program
Adviser(s)
Adviser email

How do I know my advisee has transfer work?

- Select 'My Advisees' from the WebAdvisor faculty menu
- Select appropriate term or enter a start date – click submit
- Hit the down arrow under 'Action'
- Select 'View Student Transcript'
- Select appropriate Transcript Type – click submit

Transfer work is located at the bottom of the transcript and will not have a grade posted, just credit.

How do I review my advisee's program evaluation?

- Select 'My Advisees' from the WebAdvisor faculty menu
- Select appropriate term or enter a start date – click submit
- Hit the down arrow under 'Action'
- Select 'Evaluate Program' – click submit
- Choose program – click submit

Note: Information Technology is currently working on including other student information available through the test summary or student profile pages.