Student Planning Instructions

Welcome to Student Planning! This will be your tool for registering; verifying degree requirements, checkout out degree scenarios, and seeing you progress toward graduation.

YOUR FIRST STEP IS TO PLAN YOUR SCHEDULE

1. Refer to your Degree Plan (DP).
2. Your DP is what you’ll use for determining your fall schedule.

Now, LET’S LOGIN TO STUDENT PLANNING

1. Login to your WebAdvisor.
2. From the Students menu, look for the “Student Planning” link under the Academic Planning header.
3. When you open Student Planning you will see your Degree Program, GPA, Progress, etc...

STEPS TO GET STARTED

1. View your progress (for returning or transfer students)
2. Plan your Degree & Register for Classes

NOW IS A GOOD TIME TO PULL OUT THE DEGREE PLAN AND CHOOSE CLASSES FROM THERE.

LET’S REGISTER

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1. See below; GREEN courses indicate the student has registered for that specific course. YELLOW courses indicate PLANNED courses.

2. Click on “Course Catalog” to browse the courses offered.
3. Click on course of your choice.
4. You can “Filter Results” by utilizing the left side bar.
5. Course description, requisites, and terms offered are listed.
6. Click on “View Available Sections” for course listings.

7. If you see a course you’d like to take, you may either “Add Section to Schedule” from an ORANGE section, or “Add Course to Plan” in the GREY bar. Adding a course to a plan means that you’re interested in taking it in a future semester. You’ll specify which future semester in the pop-up box shown below.
8. Click back on “Plan and Schedule” and you’ll see the choices you’ve made from the Catalog or My Progress on your schedule. These should be YELLOW. If you’re happy with how the sections map out, click the grey “Register Now” button:

9. The courses you registered for have turned green – way to go! IF YOU’RE HAPPY WITH YOUR SCHEDULE, YOU MAY STOP HERE. OR, CONTINUE…
10. If you click the “Timeline” tab, you’ll see your previous courses and planned future courses.

11. If you click on the “Add Term” button on the right, you can start building your timeline out as far as the system allows.

12. If you click on the “Progress” tab, you will see your degree plan progress.
13. The required classes are listed for you, you can click on any of the courses listed in the requirements, and be directed to the course catalog and can plan, schedule and register!
14. The “Programs” tab also has a “View a New Program” tab, it is preloaded with related programs as a virtual advising bonus!

15. Student planning is a great tool and resource for you and your advisor! Please feel free to click around and explore this great new WebAdvisor feature!