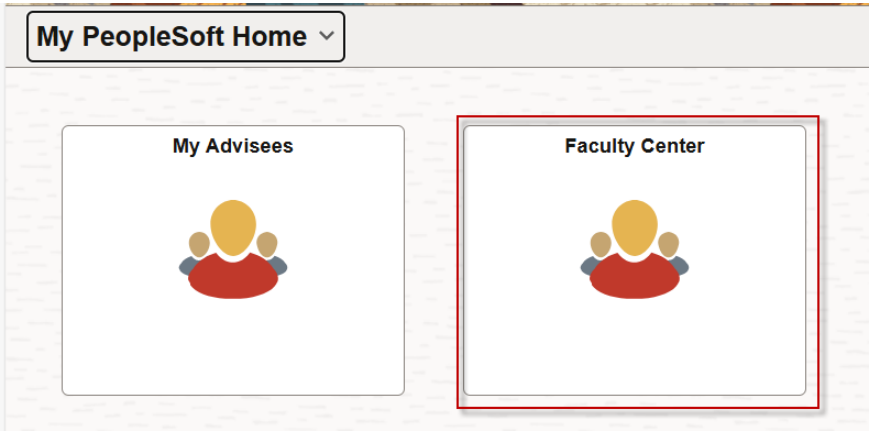
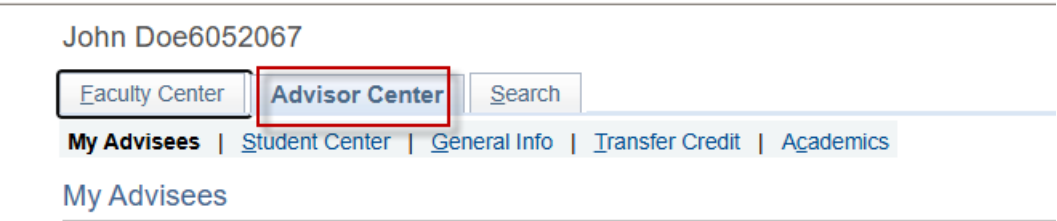


View Advisee Details

To view the advisee details:



1. Click the **Faculty Center** tile.



2. Click the **Advisor Center** tab.

Job Aid

John Doe6052067

[Faculty Center](#) [Advisor Center](#) [Search](#)

[My Advisees](#) | [Student Center](#) | [General Info](#) | [Transfer Credit](#) | [Academics](#)

My Advisees

Select display option

☒ Link to Photos ☐ Include photos in list

	Notify	Name	ID	View Student Details
1	<input type="checkbox"/>	John Doe6062584	6062584	View Student Details
2	<input type="checkbox"/>	John Doe6070877	6070877	View Student Details
3	<input type="checkbox"/>	John Doe6122352	6122352	View Student Details
4	<input type="checkbox"/>	John Doe6135340	6135340	View Student Details
5	<input type="checkbox"/>	John Doe6187691	6187691	View Student Details

[Notify Selected Advisees](#) [Notify All Advisees](#)

[Go to top](#)

- Click the **View Student Details** link to see the *Advisee Student Center*.

[Faculty Center](#) [Advisor Center](#) [Search](#)

[My Advisees](#) | [Student Center](#) | [General Info](#) |

Advisee Student Center

*Change Advisee

▼ **Academics**

[My Class Schedule](#)

[Shopping Cart](#)

- Click the **My Class Schedule** link to view the advisee's **Class Schedule**.

Select Display Option ☒ List View ☐ Weekly Calendar View


Fall 2019 | Nursing, Undergraduate | LSUHSC - New Orleans

▼ **Class Schedule Filter Options**

☒ Show Enrolled Classes
☒ Show Dropped Classes
☒ Show Waitlisted Classes


Filter

NURS 4352 - CRITICAL CARE NURSING THEORY

Status	Units	Grading	Grade	Deadlines
Enrolled	3.00	Graded		

Class Nbr	Section	Component	Days & Times	Room	Instructor	Start/End Date
10027	0001	Course Req	Tu 12:00PM - 3:00PM	TBA	Quinn Lacey	08/14/2019 - 12/06/2019

NURS 4362 - CRITICAL CARE NURSING PRACTICU

Status	Units	Grading	Grade	Deadlines
Enrolled	2.00	Graded		


Class Nbr	Section	Component	Days & Times	Room	Instructor	Start/End Date
10030	0001	Course Req		TBA	Quinn Lacey	08/14/2019 - 12/06/2019

Printer Friendly Page

5. The selected advisee's *Class Schedule* displays.

Cancel

6. Click the **Cancel** button to return to the *Advisee Student Center* page.

other academic... 

Course History
 Grades
 Transcript: View Unofficial
 Transfer Credit: Report
 other academic...

7. Click the **other academic** drop-down to access one of the following options from the list: *Course History*, *Grades*, *Unofficial Transcripts*, or *Transfer Credit Report*.

Click the **Go** button.

Job Aid

Advisee Course History

Select Display Option
☒ Hide courses from My Planner
☐ Show courses from My Planner

Sort results by
Then by
[Sort](#)

✔ Taken ← Transferred ♦ In Progress



Course	Description	Term	Grade	Units	Status
ART 1000	ART ELECTIVE	Spring 2017	A	3.00	←
BIOL 1100	GENERAL BIOLOGY II	Spring 2017	A	1.00	←
BIOS 3115	BASIC STATISTICS	Spring 2018	B	3.00	✔
CHEM 1000	GENERAL CHEMISTRY	Spring 2017	A	3.00	←

8. The *Advisee Course History* displays.

[Cancel](#)

9. Click the **Cancel** button to return to the *Advisee Student Center*.

This Week's Schedule

	Class	Schedule
	NURS 4352-0001 CRQ (10027)	Tu 12:00PM - 3:00PM Room TBA
	NURS 4362-0001 CRQ (10030)	Room TBA

[Weekly Schedule ▶](#)

10. Click the **Weekly Schedule** link to see a calendar view of the advisee's weekly schedule.

The *Advisee Weekly Class Schedule* displays.

<< Previous Week

Week of 10/14/2019 - 10/20/2019

Next Week >>

Show Week of 10/15/2019

Start Time 8:00AM

End Time 6:00PM

Refresh Calendar

Schedule

Time	Monday Oct 14	Tuesday Oct 15	Wednesday Oct 16	Thursday Oct 17	Friday Oct 18	Saturday Oct 19	Sunday Oct 20
8:00AM							
9:00AM							
10:00AM							
11:00AM							
12:00PM		NURS 4352 - 0001 Course Requirement 12:00PM - 3:00PM Location: TBA					
1:00PM							
2:00PM							
3:00PM							
4:00PM							
5:00PM							
6:00PM							

Cancel

11. Click the **Cancel** button to return to the *Advisee Student Center*.

Personal Information

Demographic Data

12. Click the **Demographic Data** link.

The advisee *Demographic Information* displays.

Job Aid

Advisee Demographic Information

ID

GenderMale

Date of Birth

Birth Country

Birth State

Marital StatusSingle

Military Status

Residency

Citizenship Information

Citizenship StatusNative

CountryUnited States

Visa or Permit Data

Cancel

13. Click the **Cancel** button to return to the *Advisee Student Center*.

▼ Holds

Advisor Approval Required

Details▶

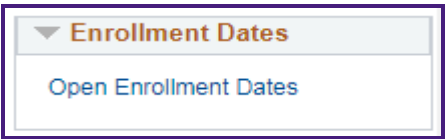
14. The **Holds** section lists the **Service Indicators**.

Click the **Details** link to view additional **Holds (Service Indicators)** information. The **Advisee Holds** information displays and indicates the *type of Hold, Start Term and Date, and the department placing the Hold*.

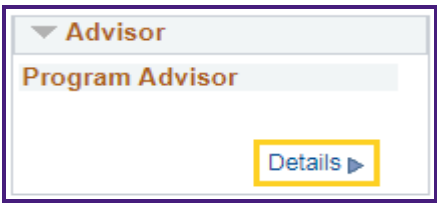
Advisee Holds								
Item List								
Hold Item	Amount		Institution	Start Term	End Term	Start Date	End Date	Department
Advisor Approval Required		USD	LSUHSC - New Orleans	Fall-New Orleans 2019	Fall-New Orleans 2019	08/01/2019		Student Affairs



15. Click the **Cancel** button to return to the *Advisee Student Center*.

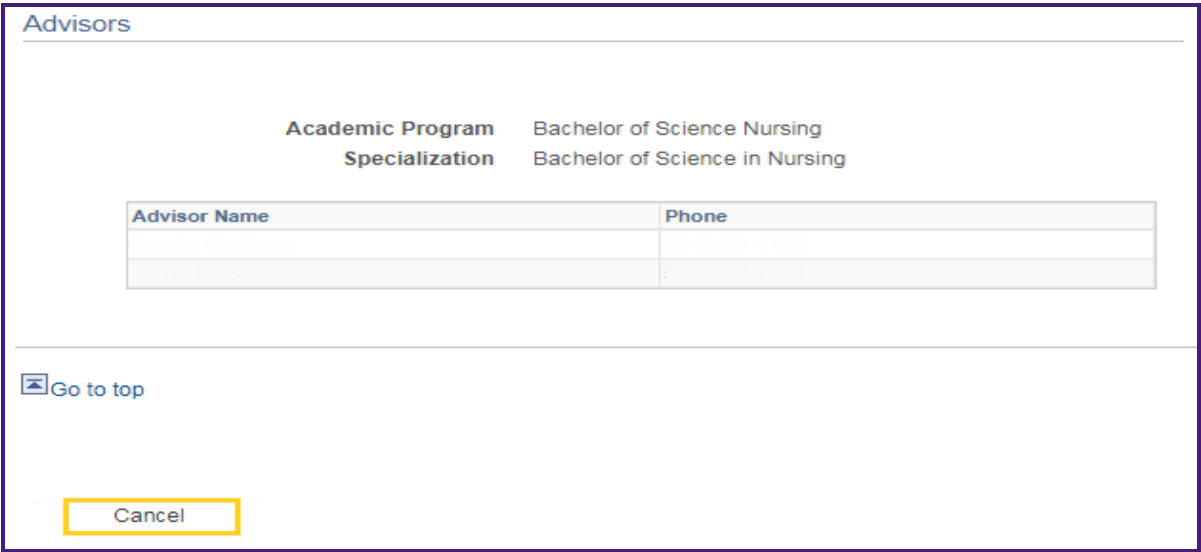


16. **Enrollment Dates section:** provides a list of appointments and enrollment dates for another term.



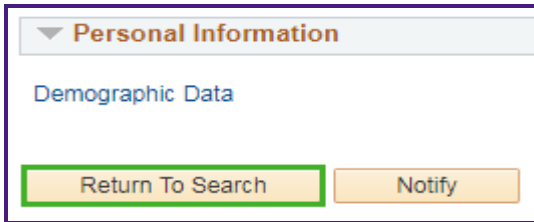
17. **Advisor section:** Provides the Advisor and/or Advisor's contact information.

Click the **Advisor** details link to find additional contact information.



18. Click the **Cancel** button to return to the *Advisee Student Center*.

Job Aid

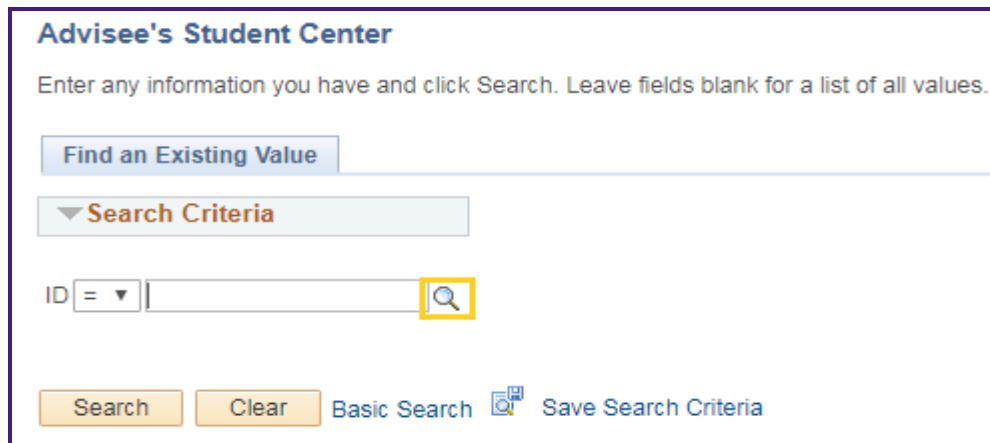


▼ **Personal Information**

Demographic Data

[Return To Search](#) [Notify](#)

19. Click the **Return To Search** button to search for an advisee using his/her **Student ID**.





Advisee's Student Center

Enter any information you have and click Search. Leave fields blank for a list of all values.

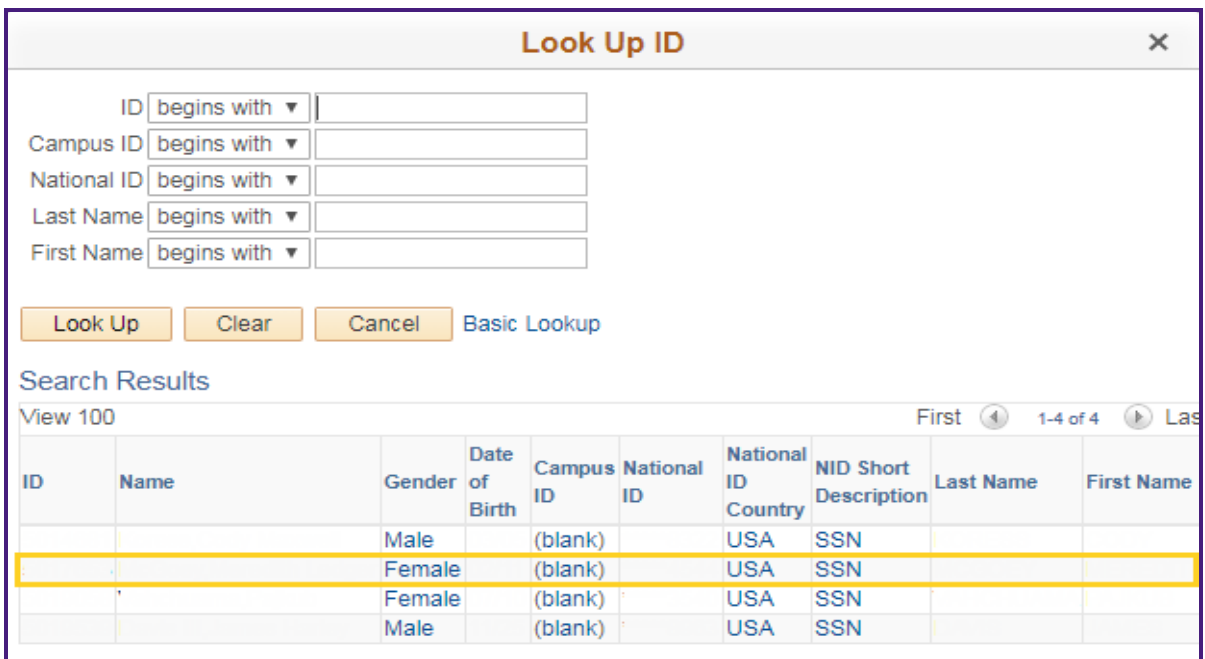
[Find an Existing Value](#)

▼ **Search Criteria**

ID = 

[Search](#) [Clear](#) [Basic Search](#)  [Save Search Criteria](#)

20. Click the **Look up ID** button.



Look Up ID ×

ID begins with

Campus ID begins with

National ID begins with

Last Name begins with

First Name begins with

[Look Up](#) [Clear](#) [Cancel](#) [Basic Lookup](#)

Search Results

View 100 First 1-4 of 4 Last

ID	Name	Gender	Date of Birth	Campus ID	National ID	National ID Country	NID Short Description	Last Name	First Name
		Male		(blank)		USA	SSN		
		Female		(blank)		USA	SSN		
		Female		(blank)		USA	SSN		
		Male		(blank)		USA	SSN		

21. A list of student advisees' display.

Select the advisee by clicking the blue **Name** link or **any blue** link on the row, such as the *Student ID*.

Advisee's Student Center

Enter any information you have and click Search. Leave fields blank for a list of all values.

Find an Existing Value

▼ Search Criteria

ID =

Search Clear Basic Search Save Search Criteria

22. The advisee's **Student ID** defaults into the **ID** field.

Click the **Search** button to view the **Advisee Student Center**.

Advisee Student Center

*Change Advisee
Change

23. You can view a different advisee by clicking the drop-down button to the right of the **Change Advisee** field and selecting an advisee from the list and then click the **Change** button.