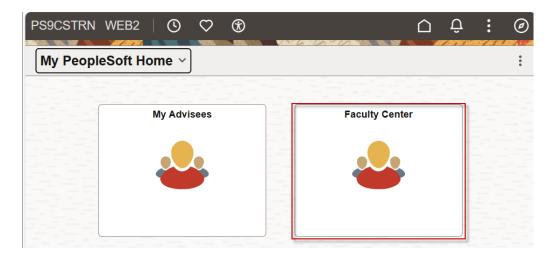
View Enrollment Dates

There are two methods for viewing enrollment dates in the Faculty Center. The first is via the *My Advisees* tab, and the second via the *Student Center* tab. Both will be demonstrated, but we will begin with the **My Advisees** option.

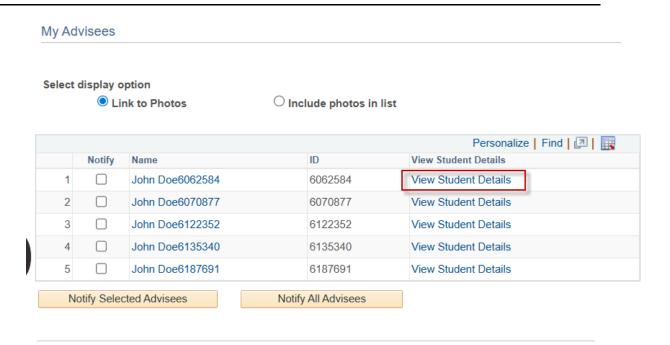


1. Click the **Faculty Center** tile.

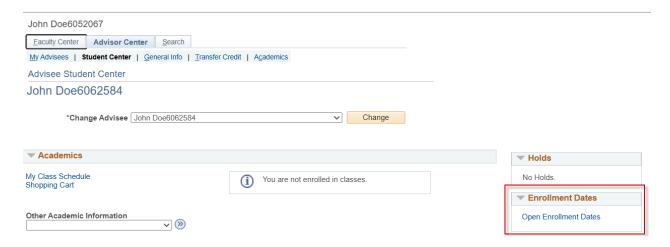


2. Click the **Advisor Center** menu.

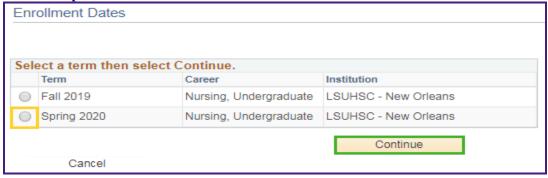
NOTE: Use this navigation path for reviewing registrations for all advisees.



3. Click the View Student Details link for the desired student.



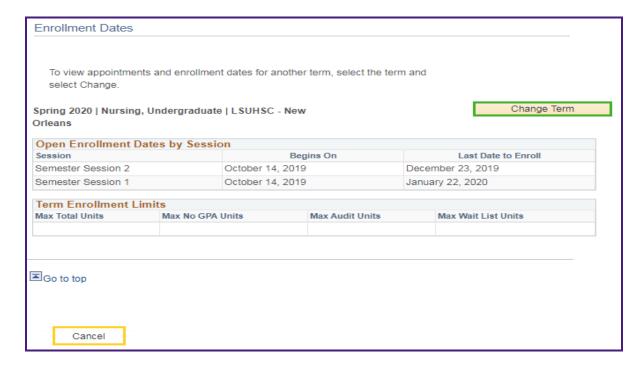
4. Click the **Open Enrollment Dates** link.



5. Click the desired **Term** option. Click **Spring 2020**.

Page 2 Date Created: 8/7/2025

Click the **Continue** button.



6. NOTE: Click the Change Term button to view enrollment dates for another term.

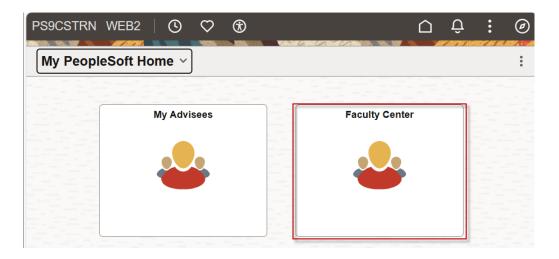
Click the Cancel button.



7. Click the My Advisees link to return to the My Advisees page.

NOTE: This completes viewing enrollment dates via My Advisees.

Viewing enrollment dates via Advisee Student Center will now be demonstrated. To navigate directly to the Advisee Student Center, click:



8. Click the **Faculty Center** tile.

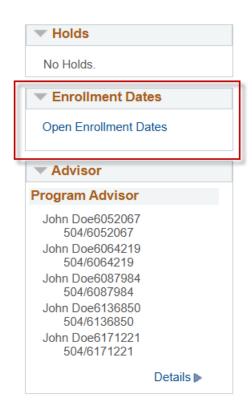


9. Click the **Advisor Center** menu.

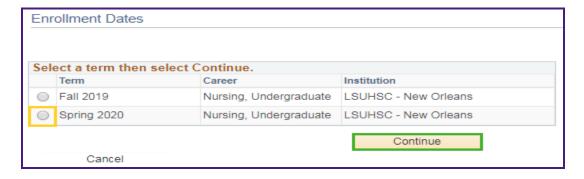
NOTE: Use this navigation path for reviewing registrations for all advisees.



10. Click the **Student Center** tab.

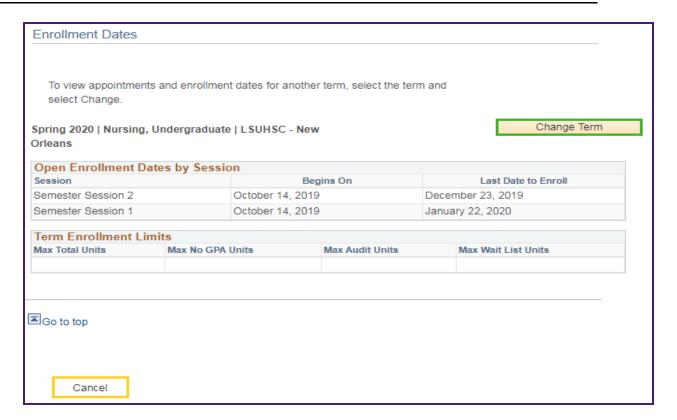


11. Click the **Open Enrollment Dates** link on the right side of screen.



12. Click the **Term** option.

Click the **Continue** button.



13. NOTE: Click the change term button to view enrollment dates for another term.

Click the Cancel button.



14. You can also view a different Advisee by clicking the **Change Advisee** drop-down arrow to select an advisee from the list.

After selecting an advisee from the list, click the **Change** button.

Page 6 Date Created: 8/7/2025