




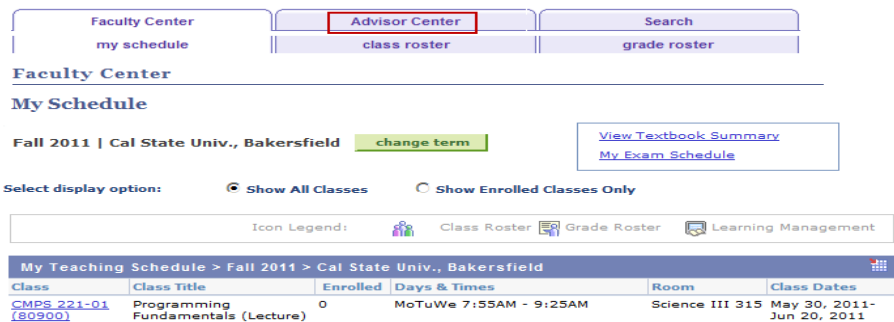
Viewing Student Information

You can retrieve information for any student using the **View Data for Other Students** button on the Advisor Center tab. The viewable student information includes academic, personal, class schedule, academic requirements (degree progress), enrollment appointments (registration times), grades, contact information, to do lists (outstanding requirements), transfer credit, and unofficial transcript information.

To view information for a student, you will need to:

- Search for the student
- Select the desired information from the **Other Academic** drop-down menu
- Click the  button

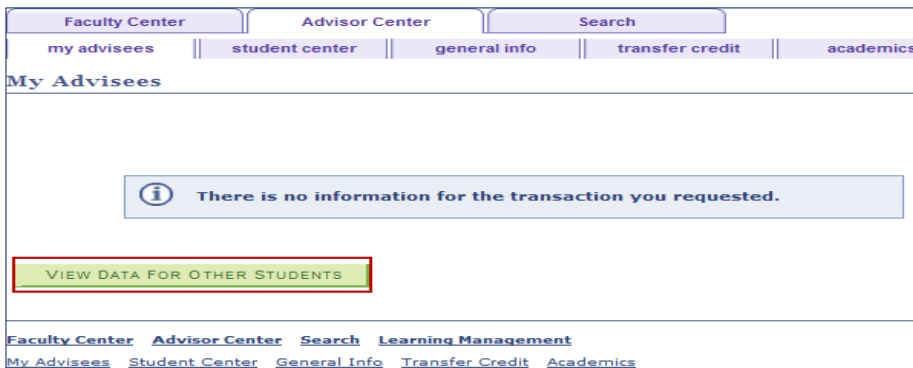
1. From the Faculty Center, click the **Advisor Center** tab.



The screenshot shows the Faculty Center interface with the Advisor Center tab selected. The 'Advisor Center' tab is highlighted with a red box. Below the navigation tabs, there are sections for 'My Schedule' and 'Select display option:'. A table titled 'My Teaching Schedule > Fall 2011 > Cal State Univ., Bakersfield' is visible, containing one row of class information.

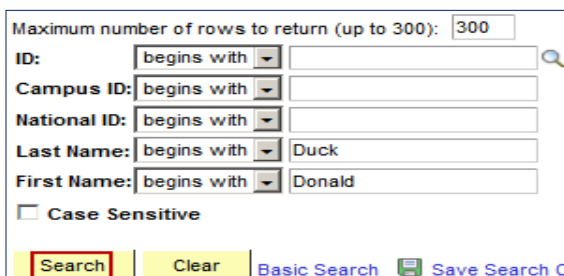
Class	Class Title	Enrolled	Days & Times	Room	Class Dates
CMP5 221-01 (80900)	Programming Fundamentals (Lecture)	0	MoTuWe 7:55AM - 9:25AM	Science III 315	May 30, 2011- Jun 20, 2011

2. When the **Advisor Center** page opens, click the **VIEW DATA FOR OTHER STUDENTS** button.



The screenshot shows the Advisor Center page with the 'my advisees' sub-tab selected. A message box states 'There is no information for the transaction you requested.' Below this message, the 'VIEW DATA FOR OTHER STUDENTS' button is highlighted with a red box.

3. The search page opens. Enter in your criteria to search for the desired student, such as the student's CSUB ID or last and first name. Click the **Search** button to continue.



The screenshot shows a search form with the following fields and values:

- Maximum number of rows to return (up to 300): 300
- ID: begins with []
- Campus ID: begins with []
- National ID: begins with []
- Last Name: begins with [] Duck
- First Name: begins with [] Donald
- Case Sensitive
- Buttons: Search, Clear, Basic Search, Save Search C



4. From the **Search Results**, click the student you desire.

Search Results									
View All First 1-100 of 191									
ID	Name	Gender	Date of Birth	Campus ID	National ID	National ID Country	NID Short Description	Last Name	First Name
1111	Duck, Donald		****/****	(blank)	*****	USA	SSN	Duck	Donald
2222	Duck, Huey		****/****	(blank)	*****	USA	SSN	Duck	Huey
3333	Duck, Huey		****/****	(blank)	*****	USA	SSN	Duck	Huey

If you receive the message, "No matching values were found" then refine your search and repeat the previous step.

5. The **Advisee's Student Center** opens for your selected student. The page shows the student's :

- Schedule for the Week
- Holds
- To Do's
- Enrollment Dates
- Advisor
- Contact Information

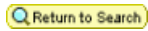
6. To view other academic information for the student,

- Click the **other academic...** drop down box.
- Click to make a selection from the available options, such as *Grades*
- Click the button

** *Academic Requirements* was previously called *Degree Progress*



Academic Requirements	Allows you to view the student’s progress toward graduation. Previously called Degree Progress or Degree Audit.
CSU Campus Page	Allows you to view the student’s Current Academic Objective and Current Academic Summary. Includes information, such as Major, Catalog, Academic Standing, CSUB GPA, and Overall GPA.
Course History	Allows you to view the course work completed by the student while in attendance at CSUB.
Transcript: View Unofficial	Allows you to view an unofficial transcript for the selected student
What-if Report	Allows you to see how courses could be used towards a different academic program or catalog year. Since all programs are evaluated independently, the What-If report will replace the current program or catalog year.
Withdrawals/Repeats	Allows you to see the courses that the student repeated or withdrew from.

7. When satisfied with viewing the student's information, click the  button to return to the search page.

Advisee Student Center
Polli Fabrique

Academics
My Class Schedule
other academic... [dropdown]

Class	Schedule
ECON 380-760 LEC (50023)	TBA
ENGL 319-750 LEC (50015)	MoTuWeTh 10:45AM - 12:00PM WS Library ST-C (ITV)

Personal Information
Contact Information

Mailing Address 123 Any Street City, CA 99999	Permanent Address 123 Any Street City, CA 99999
Main Phone Number 661/555-1212	On-Campus Email myemail@isp.com

Holds
Health Svcs hold - No Enrl
Advising Hold - No Enrl

To Do List
No To Do's.

Enrollment Dates
Open Enrollment Dates

Advisor
Program Advisor
Daniel Cervi

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