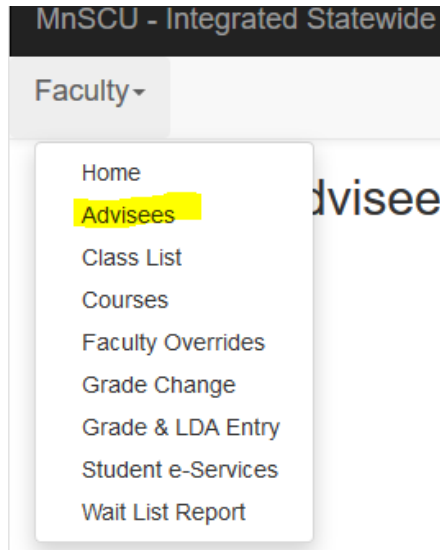


SCTCC Faculty Guide to Finding Advisee List:

1.) Go to your Minnesota State Employee Home and click on the Faculty tab:

Faculty - Student Advisees, Class Lists, Grading and LDA, Grade Changes, Overrides

2.) Select Advisee from the drop down menu:



3.) Select the Year/Term you wish to see, and select if either the Overall list of all advisees, or only those Enrolled in classes for that term. A search can also be done by Tech ID.

Advisee Search

* Year/Term

Advisee Type

Tech Id

4.) Per your selection of which list you view (step 3), you will see your advisee list. This list will include the student's access code for the current and next semester and links to their contact, Academic Record, and DARS.

Overall Advisee List

For Fall 2018

Tech Id	Student Name (schedule link)	Current Semester Access Code	Next Semester Access Code	Last Semester	Additional Information
00112174	Student, Trial	111191	none	Fall 2018	Contact Info Academic Record DARS

1 Total Results

Questions? Call us in Records and Registration at 320-308-5075

Bretta A. Edwards, Registrar 320-308-1595 bedwards@sctcc.edu BAE 7/11/2018