

WebAdvisor: Advisor Permission to Register

LOG-IN TO WEBADVISOR AT: <https://webadvisor.lclark.edu>

Faculty Menu: Under "Faculty Info" menu, click on "Advisor Permission to Register"

Lewis & Clark
Portland, Oregon

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FACULTY - WEBADVISOR FOR FACULTY MENU Welcome Judy Finch!

User Account
Emergency Alert Preferences
Emergency Contact Information

Financial Information
Bank Information (U.S.)
My Account Statement

Communication
My Documents

Faculty Information
Class Roster Select Section
Grading
My Advisees
Search for Sections
Student Course Permissions
Advisor Permission to Register
Advising Alert

Click on "Advisor Permission to Register" to give advisor permission to register

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Choose the semester for which you wish to give permission and click the "Submit" Button:

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Advisor Permission to Register

Select a term for which to display a list of advisees.

Term

SUBMIT

Choose the term for which you want to give permission.
Click Submit.

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You'll be provided with a list of your current advisees. Click the check box next to those to whom you wish to grant permission to register and click the "Submit" button.



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Advisor Permission to Register

Advisees for term 14/SP
Note that you can only grant permission to register, not remove it.

Students who do not yet have permission to register	Allow to register?
Ginger Ale	<input checked="" type="checkbox"/>
June Bugg	<input type="checkbox"/>
Terry R. Cloth	<input type="checkbox"/>
Jim Socks	<input checked="" type="checkbox"/>
Justin N. Thyme	<input type="checkbox"/>
Ella Vater	<input type="checkbox"/>

Student who already have permission to register

SUBMIT

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Grant permission by clicking in the "allow to register" check box. Click the "submit" button.

When you return to grant other advisees permission, you'll see who has already been granted permission:



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Student who already have permission to register
Ginger Ale
Jim Socks

SUBMIT

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