

Advisee Academic Profile Tutorial (For Advisors)

Step 1: Visit <https://friarsprovidence.sharepoint.com/>.

PROVIDENCE COLLEGE MyPC Portal | SharePoint

Students Human Resources iHelp Information Technology Financial Services NECHE Strategic Plan Departments

Search this site

Protect Your Account: Enroll in MFA

MFA - Multi-Factor Authentication adds an additional, and important layer of security to protect your email account from phishing attacks and to prevent identity theft and loss of data.

Protect your Account
Enroll in MFA

WELCOME TO MYPC- THE CAMPUS PORTAL

Refer to the [MyPC Portal Help](#) page for additional information. If you have any questions or feedback, please submit them using our [feedback form](#).

MYPC PORTAL RESOURCES

- MyPC Portal Help
- Advisee Academic Profile
- Banner 9
- Campus Data
- Campus Map
- Central Reservations/25Live
- Copy Center

STUDENT LINKS

STUDENT RESOURCES

FACULTY LINKS

MEDIA AND SOCIAL MEDIA

DUNKIN DONUTS WEB CAM

Step 2: In the MyPC Portal Resources, find and click on “Advisee Academic Profile”.

MYPC PORTAL RESOURCES

- MyPC Portal Help
- Advisee Academic Profile

Step 3: Use the Advisee Search page to gather key student information.

Advisee Search - allows you to search for an advisee by inputting their Student ID, Student Email, or Student first/last name. Use the drop down menu to select the specific term needed.

Advisee Listing - use this list to view all advisees assigned to you.

Advisee Listing (detailed) - once on the Advisee Listing page, you will see an overview of information about all advisees that are assigned to you in the selected term. You can access a student's profile from the advisee list or input their information in the advisee search page.

Getting Started

Advisee Search

Use the Advisee Search page to select the term for which you would like to search for a specific advisee to view their student profile information. You may also click View My Advisee Listing to see all advisees assigned to you in the selected term.

Change term, search for a student, or view your advisee listing

Term
Spring 2019

View advisee listing, or search by

- Student ID
- Student Email
- Student Name

Student ID

View Profile View My Advisee Listing

View My Advisee Listing

Advisee Listing

Spring 2019

Email All Filter

Name and ID	Program	Primary Major	Academic Standing	Student Status	Student Type	Advisor Holds	Primary Advisor	Advisor Type	Campus
View Profile	BA Public Comm Svc Stu...	Public Comm Service S...	Good Standing	Active	Continuing UG/EW Degre...			Administrative Advisor	PC Main Cam
View Profile	BS in Biology	Biology	Good Standing	Active	Continuing UG/EW Degre...			Administrative Advisor	PC Main Cam
View Profile	BS in Finance	Finance	Good Standing	Active	Continuing UG/EW Degre...			Administrative Advisor	PC Main Cam
View Profile	Undeclared	Undeclared	Probation	Active	New UG Degree Seeking			Administrative Advisor	PC Main Cam

Getting Started

Advisee Listing

The Advisee List page contains overview information about all advisees that are assigned to you in the selected term.

Step 4: View the student's profile to gather more in depth student information such as, prior education and testing, grades for previous coursework, registration notices (with ALT pin), holds and much more!

The screenshot shows a student profile for 'Mr. Friar Dom' (ID: 000123456) at Providence College. The page includes a navigation bar, a student photo, and several informational sections. Callouts provide detailed descriptions for key sections: Curriculum, Hours & GPA; Registration Notices; Holds; Prior Education and Testing; and Advisors. A table of registered courses is also visible.

Curriculum, Hours & GPA
 - primary major (and second major, if applicable) information, credit hours, and GPA.

Registration Notices - includes messages about academic standing, advisee ALT pin and any status that affects student registration eligibility.

Holds - displays any active hold(s) and the processes that are affected as a result of the hold(s). Click on the number next to the field to view the hold(s) in detail.

Prior Education and Testing

Prior Education and Testing - contains information about a student's secondary & post secondary education, and placement scores (for classes of 2022 & 2023 only). The placement score corresponds with the recommended course. For example, a Spanish placement score of 104 means a student is approved to register for SPN 104.

Advisors
 Primary / Psychology
 Director/Chair Generic Account
 Dr. Victoria L. Templer
 PC Psychology

Advisors - displays primary advisor (and secondary, if applicable).

CURRICULUM, HOURS & GPA

Primary	Secondary	Hours & GPA
Degree:	Bachelor of Arts	
Level:	Undergraduate	
Program:	BA in Psychology	
College:	Providence College	
Major:	Psychology	
Department:	Psychology	
Concentration:	Not Provided	
Minor:	Not Provided	
Concentration:	Not Provided	
Admit Type:	Not Provided	
Admit Term:	Spring 2019	
Catalog Term:	Spring 2019	

REGISTERED COURSES

Course Title	Details	CRN	Hours	Registration Status	Instructor
Intro to Literature	ENG 175 005	1202	3	Registered	Dr. Elizabeth A. Bridgham Ph...
Logic	PHL 101 001	1375	3	Registered	Dr. Michael J. O'Neill Ph. D
Rsch Dsgn & Stat Analysis I	PSY 201 001	1541	4	Registered	Dr. Jennifer L. Van Reel Ph.D.
Rsch Degrn/Stat Analysis Lab I	PSY 201L 001	1543	0	Registered	Dr. Jennifer L. Van Reel Ph.D.
Intro to Oral Communication	TDF 102 001	1693	3	Registered	Ms. Katharine F. Lohman
Dev of Western Civ	DWC 102 008	1961	4	Registered	Reverend John C Vidmar O.P.
Dev of Western Civ Seminar	DWC 102 S43	1962	0	Registered	Reverend John C Vidmar O.P.

Total Hours | Registered Hours: 17 | Billing Hours: 16 | CEU Hours: 0 | Min Hours: 0 | Max Hours: 18

Current Semester Information - registered credits, maximum credit hours, etc.