

## ADVISING STUDENT PROFILE

1. Login to the [MyUTRGV](#) portal using an approved web browser.
2. Select the Application *ASSIST*.
3. Click on **Advising Student Profile**.

### Faculty and Advising Services



Hello Professor X.,

This is the entry page for Banner Faculty and Advisors. From here, you can navigate to the following pages using the Banner menu on the header (Alt+M) depending on your role at the institution:



#### Faculty Grade Entry

Submit your final grades and view previous terms.



#### Faculty Class List

View your classes and rosters, export or print your class rosters, view your class waitlist, email your class, view profile and academic records of students in your classes.



#### Advising Student Profile

Advisors can search for students, view student curriculum data, prior education and test scores, run a degree evaluation, create advising plans, and view student academic records.



#### Faculty Attendance Verification

Verify official census date attendance for their classes.

If you have any questions, please email the [registrar@utrgv.edu](mailto:registrar@utrgv.edu).

4. Select a term and search by one of the options, then click on **View Profile**.

**Advisee Search**

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

Term  
Summer I 2021

View advisee listing, or search by

☒ Student ID  
☐ Student Email  
☐ Student Name

Student ID  
20435466  
Brownsville Vaquero

[View Profile](#) [View My Advisee Listing](#)

- a. Search by student's ID.

Student ID

- b. Search by student's UTRGV Email.

Student Email

- c. Search by student's name by following the noted format.

Student Name

Search

Please enter 3 more characters


To search for a student enter their name: Last, First Middle e.g. Smith, John Martin

5. The Student Profile landing page is now displayed for the student.

Advising • [Advisee Search](#) • [Student Profile](#)

### Student Profile - Brownsville Vaquero

Term: Summer I 2021 | Standing: Good Standing, as of Fall 2019 | Overall Hours: 0 | Overall GPA: 0.00 | Registration Notices: 4 | Holds: 2



**Brownsville Vaquero**

**Bio Information**

Email: brownsville.vaquero@utrgv.edu  
 Phone: Not Provided  
 Gender: Male  
 Date of Birth: 03/01  
 Ethnicity: Hispanic or Latino  
 Race: White  
 Citizen: Yes  
 Citizenship: United States Citizen  
 Emergency Contact: Vaquero, Edinburg  
 Emergency Phone: Not Provided

**General Information**

Level: Undergraduate  
 Class: Senior  
 Status: Active  
 Student Type: Continuing  
 Residency: Resident  
 Campus: Not Provided  
 First Term Attended: Fall 2017  
 Matriculated Term: Not Provided  
 Last Term Attended: Spring 2021  
 Leave of Absence: Not Provided

**Graduation Information**  
 Graduation Applications: [Active\(1\)](#)

**Advisors**  
 Advisors are not assigned for the selected term.

**CURRICULUM, HOURS & GPA**

**Primary** | Secondary | Hours & GPA

Degree: Bachelor of Science  
 Study Path: Not Provided  
 Level: Undergraduate  
 Program: Environmental Sciences  
 College: Sciences  
 Major: Environmental Sciences  
 Department: Multidisciplinary Sciences  
 Concentration: Environment and Society  
 Minor: Political Science  
 Concentration: Not Provided  
 Admit Type: Standard  
 Admit Term: Fall 2019  
 Catalog Term: Fall 2019

**REGISTERED COURSES**


Course Title	Details	CRN	Hours	Registration Status	Instructor
General Biology I	BIOL 1406 01	<a href="#">60572</a>	4	Web Registered	Not assigned
General Biology I Lab	BIOL 1406 A	<a href="#">60575</a>	0	Web Registered	Not assigned
TX Gov & Pol	POLS 2306 ...	<a href="#">64011</a>	0	Wait Listed - NOT EN...	<a href="#">Esteban Martin</a>

Total Hours | Registered Hours: 4 | Billing Hours: 4 | CEU Hours: 0 | Min Hours: 0 | Max Hours: 18

The following list will show what is displayed in the Student's Profile.


- Student's picture will be displayed.
  - Registrar's Office does not update pictures. This picture is data from student's ID card.
- Term is based on the search done in Step 4. To change term, then a new search will need to be done with the new term.

Term: Summer I 2021



**Brownsville Vaquero**

- Click on student name to display student card.



**Brownsville Vaquero**

**Bio Information**

Email: brownsville.vaquero@utrgv.edu  
 Phone: Not Provided  
 Gender: Male  
 Date of Birth: 03/01  
 Ethnicity: Hispanic or Latino  
 Race: White  
 Citizen: Yes  
 Citizenship: United States Citizen  
 Emergency Contact: Vaquero, Edinburg  
 Emergency Phone: Not Provided

**General Information**

Level: Undergraduate  
 Class: Senior

**Brownsville Vaquero**

Environmental Sciences Program  
 Environmental Sciences Major  
 brownsville.vaquero@utrgv.edu  
 956 1234567  
 1234 Vaquero Lane  
 Brownsville, TX 78520

- d. Last Academic Standing and overall hours and GPA are displayed.

Standing: Good Standing, as of Fall 2019	Overall Hours: 121	Overall GPA: 3.64
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- e. Registration Notices and Holds are displayed here. Click on either **Registration Notices** or **Holds** to expand and review the notices and/or holds.

The image shows a sequence of three screenshots from a student portal. The top screenshot is a summary bar with 'Registration Notices: 4' and 'Holds: 2'. A red arrow points from the '4' to a middle screenshot where the 'Registration Notices' section is expanded, showing 'Overall Academic Standing' (Good Standing), 'Student Status' (Active), 'Enrollment Status' (Enrolled), and 'Time Tickets' (Not Provided). Another red arrow points from the '2' in the top bar to a right-side screenshot where the 'Holds' section is expanded, showing a 'Releasable Hold' for 'Academic Advising' with details like 'Originator: Advising Center 956-665-7120' and a 'Release' button. Below the hold details, it says 'View Only Holds' and '6 Drops out of 6 Remain'.


- Advisors can release hold that is designated to advising.
  - Click on box next to Academic Advising, then click **Release**.
  - Enter a comment and click **OK**.

This is a dialog box titled 'Release Hold'. It has a header with 'Registration Notices: 4' and 'Holds: 2'. Below the header, it says 'Releasable Holds' and 'Enter the comments for releasing:'. There is a text input field containing the text 'release the hold'. Below the input field, there is a warning icon and a message: 'This action cannot be undone unless you contact the Student Records Office. Select Cancel to leave the hold(s) in place.' At the bottom, there are two buttons: 'Cancel' and 'OK'.

- f. Student's biographical and general academic information is displayed.

Bio Information	
Email:	<a href="mailto:brownsville.vaquero@utrgv.edu">brownsville.vaquero@utrgv.edu</a>
Phone:	956 1234567
Gender:	Male
Date of Birth:	03/01
Ethnicity:	Hispanic or Latino
Race:	White
Citizen:	Yes
Citizenship:	United States Citizen
Emergency Contact:	Vaquero, Edinburg
Emergency Phone:	Not Provided

General Information 	
Level:	Undergraduate
Class:	Senior
Status:	Active
Student Type:	Continuing
Residency:	Resident
Campus:	Not Provided
First Term Attended:	Fall 2017
Matriculated Term:	Not Provided
Last Term Attended:	Summer II 2020
Leave of Absence:	Not Provided

Graduation Information	
Graduation Applications:	<a href="#">Active(1)</a>

**Advisors**  
Advisors are not assigned for the selected term.

- g. Student's Primary program, Secondary program and Hours & GPA are displayed by clicking on the respective tab.

CURRICULUM, HOURS & GPA	
<b>Primary</b>	Secondary    Hours & GPA
Degree:	Bachelor of Science
Study Path:	Not Provided
Level:	Undergraduate
Program:	Environmental Sciences
College:	Sciences
Major:	Environmental Sciences
Department:	Multidisciplinary Sciences
Concentration:	Environment and Society
Minor:	Political Science
Concentration:	Not Provided
Admit Type:	Standard
Admit Term:	Fall 2019
Catalog Term:	Fall 2019

CURRICULUM, HOURS & GPA			
Primary	Secondary	<b>Hours &amp; GPA</b>	
Level	Type	Earned Hours	GPA
Undergraduate	Institution	97	3.76
Undergraduate	Transfer	24	1.00
Undergraduate	Overall	121	3.64

## h. REGISTERED COURSES

REGISTERED COURSES					
Course Title	Details	CRN	Hours	Registration Status	Instructor
Rhetoric & Composition I	ENGL 1301 90L	<a href="#">60257</a>	3	Web Registered	<a href="#">Jun Sun</a>
Total Hours   Registered Hours: 3   Billing Hours: 3   CEU Hours: 0   Min Hours: 0   Max Hours: 18					

*Note: The list of courses will be dependent on term you select in Step 5b.*

## i. Student Profile has multiple links to select from:

Curriculum and Courses
Prior Education and Testing
Additional Links Below
Registration and Planning
View Application to Graduate
Final Grades
Academic Record
Degree Works

### Curriculum and Courses - Default when student clicks on Student Profile

#### Curriculum and Courses

Bio Information		CURRICULUM, HOURS & GPA					
Email:	<a href="mailto:brownsville.vaquero@utrovet.edu">brownsville.vaquero@utrovet.edu</a>						
Phone:	956 1234567						
Gender:	Male						
Date of Birth:	03/01						
Ethnicity:	Hispanic or Latino						
Race:	White						
Citizen:	Yes						
Citizenship:	United States Citizen						
Emergency Contact:	Vaquero, Edinburg						
Emergency Phone:	Not Provided						
General Information							
Level:	Undergraduate						
Class:	Senior						
Status:	Active						
Student Type:	Continuing						
Residency:	Resident						
Campus:	Not Provided						
First Term Attended:	Fall 2017						
Matriculated Term:	Not Provided						
Last Term Attended:	Summer II 2020						
Leave of Absence:	Not Provided						
Graduation Information							
Graduation Applications:	<a href="#">Active(1)</a>						
Advisors							
Advisors are not assigned for the selected term.							
		REGISTERED COURSES					
		Course Title	Details	CRN	Hours	Registration Status	Instructor
		Rhetoric & Composition I	ENGL 1301 90L	<a href="#">60257</a>	3	Web Registered	<a href="#">Jun Sun</a>
		Total Hours   Registered Hours: 3   Billing Hours: 3   CEU Hours: 0   Min Hours: 0   Max Hours: 18					

- **Prior Education and Testing** – Clicking on this option will display prior education and testing information.

### Prior Education and Testing

PRIOR EDUCATION

Secondary Education

School Name	Graduation Date	Location	GPA
Math & Science Academy	05/01/2019	Edinburg, TX, United States	98.25

Post Secondary Education

School Name	Degree Description/Year	Attended Dates	Reported Hours	GPA
South Texas College	No Degree Earned	08/29/2016 - 12/18/2016	4	1

TESTING


Records 6

Description	Score	Date	Source
ACT Composite	28	12/01/2016	Test Score Tape
ACT English	30	12/01/2016	Test Score Tape
ACT Math	26	12/01/2016	Test Score Tape
ACT Reading	29	12/01/2016	Test Score Tape
ACT Science Reasoning	27	12/01/2016	Test Score Tape
SAT Total Score	1270	06/02/2018	Test Score Tape


- **Registration and Planning** – Clicking on this option will open a new tab and redirect student to Registration options.
  - Select a role if prompted and click *Continue*.

## Registration


What would you like to do?




**Register / Drop Classes**  
Search and register for classes. Drop classes. View and manage your schedule.



**Plan Ahead**  
Give yourself a head start by building plans. When you're ready to register, you'll be able to load these plans.



**Browse Classes**  
Looking for classes? In this section you can browse classes you find interesting.



**Browse Course Catalog**  
Look up basic course information like subject, course and description.

- **Register / Drop Classes** – displayed but not available for use.
- **Plan Ahead** – refer to [Using Plan Ahead](#) guide.
- **Browse Classes** – refer to [Searching for Classes in ASSIST](#) guide.
- **Browse Course Catalog** – general course search by the term selected.

- **View Application to Graduate** – Clicking on this option will open a new tab and display any graduation application information for the student.

Student » Graduation Application

Graduation Application

Graduation Application			
Name	Application Number	Request Date	Application Status
Brownsville Vaquero	1	02/22/2021	Active Application
Application Status Date 02/22/2021			
Graduation Date		Term	
Date		Year	
05/06/2021	Spring 2021	2020-2021	
Ceremony			
Attend Ceremony			
Yes			
Diploma Mailing Address		City	
Street		State or Province	Zip or Postal Code
1234 Vaquero Lane	Brownsville	Texas	78520

- **Final Grades** – This will open a new tab and student may view grades earned for the selected term and level.

UTRGV

View Grades (Fall 2008 to present)

Student Grades - Brownsville Vaquero

Select a Term ▼ Select a Course Level ▼

- **Academic Record** – Clicking on this option will open new tab and bring up transcript page.

Academic Record

UTRGV

Student ID

- Enter Student ID.
- Click on Continue.
- Select Transcript Level and Transcript Type to.
- Refer to guide [Viewing a Student's Unofficial Transcript](#) for more information.

- **Degree Works** – This will open a new tab and redirect student to Degree Works to review their degree progress.