

Running a List of Your Advisees

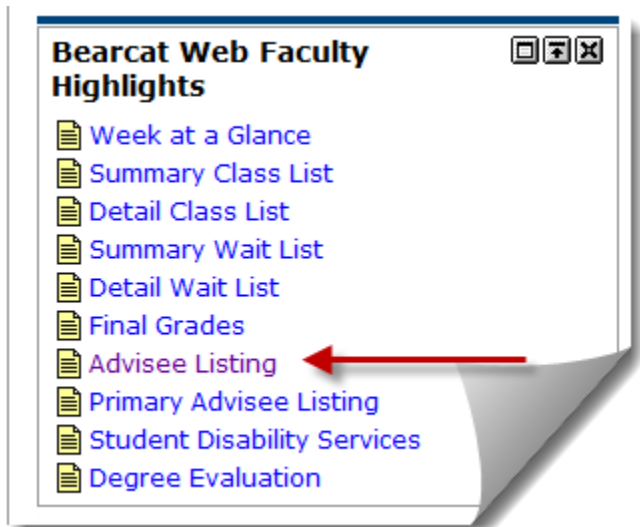
1. Log into the **MyLander** campus portal.

2. In the **Bearcat Web Faculty Highlights** box, click on the **Advisee Listing** link.

(If prompted, enter the appropriate Term.)

3. Your **Advisee Listing** will be displayed. To print a copy of your Advisee Listing, use the print function of your web browser.

You can also download your Advisee list in an **Excel spreadsheet**, or view a **Photo Roster** of your Advisees.



Select Term

Select a Term:

Advisee Listing

L00 Fall 2005
Mar 07, 2005 11:03 am

Advisee Listing

Download your class list to an Excel spreadsheet

View student photos for your class list

Student Name	Advisor Type	View	Holds	Test Scores	Transcript	Degree Evaluation
Bentley, Laura F.	L00	View	View	View	View	View
Booth, Shirley W.	L00	View	View	View	View	View
Hess, Ceferina	L00	View	View	View	View	View
Huckabee, Tiffany A.	L00	View	View	View	View	View
Kessler, Leah E.	L00	View	View	View	View	View
Livingston, Chrystal M.	L00	View	View	View	View	View
Spearman, Mary E.	L00	View	View	View	View	View

Looking Up an Advisee's Address or Phone Number

Advisee Listing

Excel Download Photo Roster

Advisee Listing

Student Name	ID	Advisor Type	Student Information
Bentley, Laura F.	L00		View
Booth, Shirley W.	L00		View
Hess, Ceferina	L00		
Huckabee, Tiffany A.	L00		
Kessler, Leah E.	L00		
Livingston, Chrystal M.	L00		View
Spearman, Mary E.	L00		View

Note: A red arrow points to the name 'Huckabee, Tiffany A.' with a callout box that says: 'Click on the student's name to view their contact information.'

1. Log into the **MyLander** campus portal.
2. In the **Bearcat Web Faculty Highlights** box, click on the **Advisee Listing** link.

(If prompted, enter the appropriate Term.)
3. Once the **Advisee List** is displayed, click on the individual student's name.

You can print the student contact information by using your browser's print function.

Important: Records marked "Confidential" indicate that the student has requested that no information be released without his or her consent. If you see "Confidential", do not divulge this information to anyone.

View Student Addresses and Phones

L00C
Aug 05, 2

Information for [John W. Doe](#)

Addresses and Phones

Emergency Contact	Phones
Current: Jun 13, 2005 - (No end date) 227 Infinite Loop One Greenwood, South Carolina 29649 Greenwood	Primary: 864-9995555

Legal Home Permanent	Phones
Current: Jun 05, 2004 - (No end date) 227 Infinite Loop One Greenwood, South Carolina 29649 Greenwood	Primary: 864-9995555 Cellular: 864-5559999

Parents	Phones
Current: Jun 05, 2004 - (No end date) Mrs Jane S. Doe 227 Infinite Loop Two Greenwood, South Carolina 29649 Greenwood	Primary: 864-1112222

Looking Up an Advisee's Student Information

Advisee Listing

Excel Download Photo Roster

Student Name	ID	Advisor Type	Student Information	Holds	Test Scores
Bentley, Laura E.	L00		View		
Booth, Shirley B.	L00		View		
Hess, Catherine	L00		View		
Huckabee, Tiffany A.	L00		View		
Kesler, Leah E.	L00		View		
Livingston, Crystal M.	L00		View		
Spearmán, Mary E.	L00		View		

Click the View link to display Student Information for a particular student.

1. Log into the **MyLander** campus portal.

2. In the **Bearcat Web Faculty Highlights** box, click on the **Advisee Listing** link.

(If prompted, enter the appropriate Term.)

3. From the **Advisee Listing** page, click on the **View** link under **Student Information** for the desired student.

4. You can also access **Test Scores** and **Transcripts** from the **Advisee Listing** page

General Student Information

Information for [John H. Doe](#)

Student Information effective from Fall 19
End of Time

Registered for Term:	Yes
First Term Attended:	Fall 1997
Last Term Attended:	Fall 2005
Status:	Active
Matric Term:	Fall 1997
Site:	Main Greenwood Campus
Residence:	Resident - Public Institutions
Citizenship:	U.S. Citizen
Student Type:	Returning
Class:	Freshman
Academic Standing Status:	Probation F/F
Academic Standing Term:	Fall 2005
Primary Advisor:	Katherine S. Smith

Click on the student's name to view the Student Addresses and Phones page for this advisee.