Student Planning for Faculty and Advisors

Full-time faculty and advisors will be able to use Student Planning in order to assist students with their academic plan. The following screens will be available for use by an advisor or faculty member. For testing purposes - you can go to the Student Planning test link on the intranet (my.rcbc.edu click on Departments, Information Technology, click on the "+" next to Employee Training, Click on the red "click here" hyperlink, click on the "+" next to Colleague User Documentation, scroll down to Colleague Self-Service, then click on Self-Service Test). Select the Advising tab.

You will then be able to select a student by typing in a name or id.

The name or student ID you enter will appear as follows:

Click on the blue "View Details" icon to see the student's plan. You can click on Review Complete on the top right hand corner to let the student know you have reviewed their plan.

Notice the other areas under the notification bar that you can view about the student.

Course Plan   Timeline   Progress   Course Catalog   Notes   Plan Archive   Test Scores   Unofficial Transcript   Grades   Petitions & Waivers

Timeline

Progress

Course Catalog

Under "Notes" you have the ability to leave a note for the student.

Plan Archive

| Course Plan | Timeline | Progress | Course Catalog | Notes | **Plan Archive** | Test Scores | Unofficial Transcript | Grades | Petitions & Waivers |

ⓘ This plan has not been archived. Select the Review Complete button to archive a plan.

Test Scores

| Course Plan | Timeline | Progress | Course Catalog | Notes | Plan Archive | **Test Scores** | Unofficial Transcript | Grades | Petitions & Waivers |

Admission Tests

ⓘ No tests of this type have been recorded.

Placement Tests

ⓘ No tests of this type have been recorded.

Other Tests

ⓘ No tests of this type have been recorded.

Unofficial Transcript

| Course Plan | Timeline | Progress | Course Catalog | Notes | Plan Archive | Test Scores | **Unofficial Transcript** | Grades | Petitions & Waivers |

⚠ These documents are unofficial and should not replace the official signed and sealed transcript provided by the registrar.

📄 Download Unofficial Transcript

Grades

| Course Plan | Timeline | Progress | Course Catalog | Notes | Plan Archive | Test Scores | Unofficial Transcript | **Grades** | Petitions & Waivers |

ⓘ No Grade Information Available

Petitions & Waivers

| Course Plan | Timeline | Progress | Course Catalog | Notes | Plan Archive | Test Scores | Unofficial Transcript | Grades | **Petitions & Waivers** |

Student Petition(s)
No existing petitions

Faculty Consent(s)
No existing faculty consents

Requisite Waiver(s)

Course	Section	Term/Period	Status	Requisites
BIO-110		2020 Fall	Waived	BIO-121 or High School Biology
BIO-110		2020 Fall	Waived	BIO-120 or High School Biology
ENG-101		2020 Fall	Waived	ENG-080 or Equivalent Skills