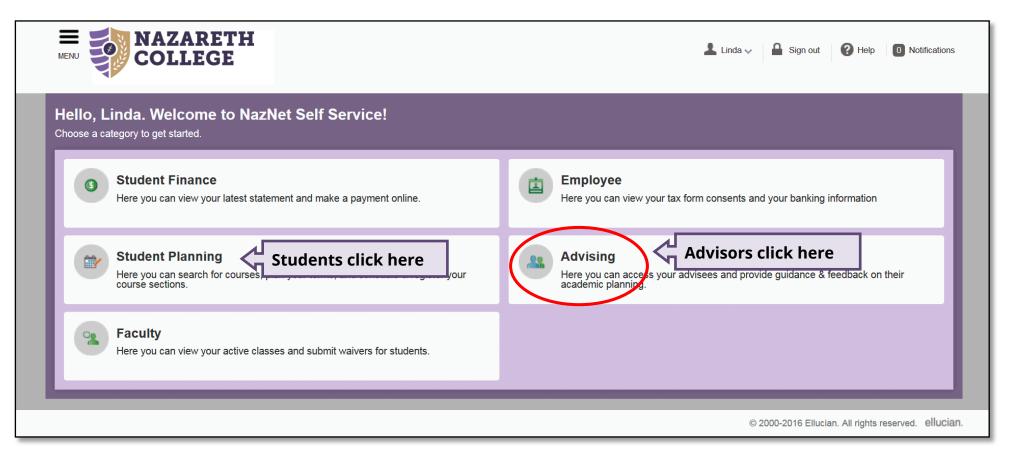# NAZARETH COLLEGE

What is Student Planning?

Students create a plan, schedule course sections, track progress, request review of plan by the Advisor, and register for courses all in one place!

- Student Planning is Nazareth's new online self-service tool to help students create a roadmap for completing their degree.

- Students use Student Planning to build their education plan based on the requirements of their chosen degree.

- Log-in: Student Planning

View your advisee list

Students click here

Advisors click here

If a student has requested a review of their plan, they will move to the top and there will be a yellow notification

Click on advisee's name to access plan or view student's progress

Review advisee's overall progress towards their degree

‹ Back to Advisees

Search for courses...

Suzie Smart
Student ID: 1234567
Educational Goal: Master's
✉ ssmart1@naz.edu

Click here to view a student's progress (degree audit view)

Advisor(s): Linda Searing, Shaw...etz, Heather Lewis

Click here to view progress toward a potential new major

| Course Plan | Timeline | **Progress** | Course Catalog | Notes | Plan Archive | Test Scores | Unofficial Transcript |

‹ **›** **Mathematics, Early Ch/Childhood Inclusive Education, BA**
(1 of 1 programs)

+ View a New Program

Load Sample Course Plan

At a Glance

Cumulative GPA:	3.705 (2.700 required)
Institution GPA:	3.705 (2.700 required)
Degree:	Bachelor of Arts
Majors:	Mathematics
	Inclusive Education
Minors:	Psychology
CCDs:	Childhood 1-6:Initial
	Sp Ed 1-6: Initial
	E Chldhd Birth-2:Initial
	Sp Ed Birth-2: Initial
Departments:	Mathematics

ⓘ Program Completion must be verified by the Registrar.

Planned Credits

Progress

Total Credits (113 of 120)

| 85 | | 13 | 15 | 120 |

Total Credits from this School (88 of 30)

| 60 | | 13 | 15 |

Completed Credits

In Progress Credits

Academic Programs

View the degree requirements for any program you are interested in, by searching and selecting a program below.

Search for a program: 🔍

○ Accounting, BS

○ Acting, BFA

○ American Studies and Early Ch/Child Inclusive Education, BA

○ American Studies, BA

○ American Studies, MA (Graduate Program)

○ Anthropology and Early Ch/Childhood Inclusive Education, BA

○ Anthropology, BA

○ Art - Studio Art, BFA

Cancel **View Program**

View the completion status of each requirement in their degree program

(Note: Requirements collapse when they have been completed. Click on Show Details to see actual course completed)

F. Religious Stud PEQ

Complete all of the following items. ✅ 1 of 1 Completed. Show Details

This requirement is met. →

G. Nat Sci & Lab PEQ

Complete all of the following items. 0 of 2 Completed. ⚠️ Fully Planned Hide Details

This requirement has been *Fully Planned*, so has been added to the course plan or is in progress (currently registered for the course).

1. COURSE ✅ Fully Planned 0 of 1 Courses Completed. Hide Details

Status	Course			Term	Credits
🟢 In-Progress	SCI.Q*101			16/FA	4

This requirement is In Progress. Courses change from *Planned* to *In-Progress* after the current term begins.

2. LAB ✅ Fully Planned 0 of 1 Course

Status	Course	🔍 Search	Grade	Term	Credits
🟢 In-Progress	SCI.Q*101L	Integrated Sci Inquiry Lab		16/FA	0

C. Literature PEQ

Complete all of the following items. 0 of 1 Completed. Hide Details
Complete 1 course. Choose from the subjects of English Literat

Completed. Hide Details

This requirement is not yet started. Courses have not been planned.

Status	Course	🔍 Search	Grade	Term	Credits
❗ Not Started					

A. CME*050

Students must choose and complete 3 Integrative Studies courses which they identify, record and name in the CME. The CME is taken either during or after the third IS course, and ideally before the student's final semester.

Complete all of the following items. 0 of 1 C

0 of 1 Courses Completed. Hide Details

Click on either the course needed or the search button to search the catalog for a course to add to the plan.

Status	Course	🔍 Search	Grade	Term	Credits
❗ Not Started	CME-050				

Perspectives Residency

Complete the following item. ✅ 1 of 1 Completed. Show Details
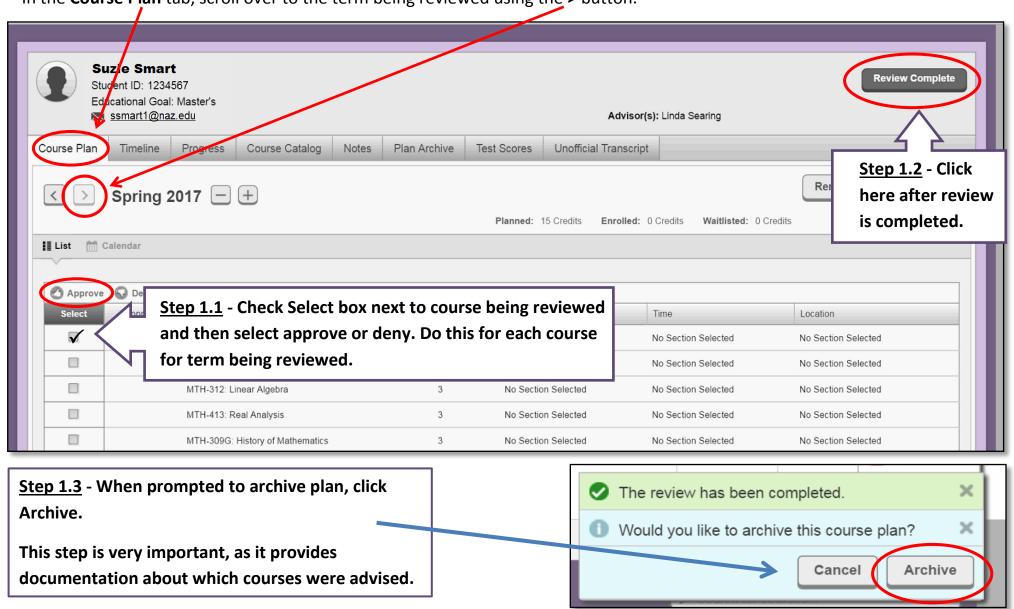
Review planned sections for a particular term

With Course Plan you can review your advisees' plans and approve or deny individual courses. The advisor's decision will be reflected on the student's view of the plan. **Note:** Denying a course will **not** prevent the student from registering but rather reflects advisor recommendation.

4. **Select after review is completed.** → Review Complete

1.

Advisor(s): Linda Searing, Shawgi Tell, Tim Bockes, Matthew Koetz, Heather Lewis

| Course Plan | Timeline | Progress | Course Catalog | Notes | Plan Archive | Test Scores | Unofficial Transcript |

< > Spring 2017 − +

Remove Planned Courses

2. **Scroll to the term being reviewed**

Planned: 15 Credits   Enrolled: 0 Credits   Waitlisted: 0 Credits

List   Calendar

Approve   Deny **3.**

Select	Approval			Time	Location
✔				No Section Selected	No Section Selected
☐				No Section Selected	No Section Selected
☐		MTH-312: Linear Algebra	3	No Section Selected	No Section Selected
☐		MTH-413: Real Analysis	3	No Section Selected	No Section Selected
☐		MTH-309G: History of Mathematics	3	No Section Selected	No Section Selected

Check Select box next to course being reviewed and then select approve or deny (see screen shot below).

List   Calendar

Note: Checking on the calendar view will allow you to see the student's schedule once actual course sections have been added to the plan.

Approve   Deny

Select	Approval	Course	Credits	Instructor	Time	Location
☐	👍	INCH 30			No Section Selected	No Section Selected
☐	👎	INC 30			No Section Selected	No Section Selected

These icons reflect your review of each course.

Archiving and Approving Students for Registration

Step 1 - Review and Archive the Course Plan

In the **Course Plan** tab, scroll over to the term being reviewed using the **>** button.

Review Complete

Suzie Smart
Student ID: 1234567
Educational Goal: Master's
✉ ssmart1@naz.edu

Advisor(s): Linda Searing

Course Plan | Timeline | Progress | Course Catalog | Notes | Plan Archive | Test Scores | Unofficial Transcript

< > **Spring 2017** ⊖ ⊕

Step 1.2 - Click here after review is completed.

Planned: 15 Credits   Enrolled: 0 Credits   Waitlisted: 0 Credits

☰ List   🗓 Calendar

⬆ Approve   ⊘ De...

Select			Time	Location
☑			No Section Selected	No Section Selected
☐			No Section Selected	No Section Selected
☐	MTH-312: Linear Algebra	3	No Section Selected	No Section Selected
☐	MTH-413: Real Analysis	3	No Section Selected	No Section Selected
☐	MTH-309G: History of Mathematics	3	No Section Selected	No Section Selected

Step 1.1 - Check Select box next to course being reviewed and then select approve or deny. Do this for each course for term being reviewed.

Step 1.3 - When prompted to archive plan, click Archive.

This step is very important, as it provides documentation about which courses were advised.

✅ The review has been completed.   ✕

ℹ Would you like to archive this course plan?   ✕

Cancel   **Archive**

Note: To view a previously archived plan, click on Plan Archive and then click on the plan from the date you want to view (opens as a PDF).

Step 2 - Approve Student for Registration

After you have reviewed and archived the plan, click here to approve the student for registration.

Advisee Details
< Back to Advisees

Suzie Smart
Student ID: 1234567
Educational Goal: Master's
✉ ssmart1@naz.edu

Advisement Complete

Review Complete

Course Plan last reviewed on 11/9/2017 by Searing, Linda M.

Course Plan | Timeline | Progress | Course Catalog | Notes | Plan Archive | Test Scores | Unofficial Transcript | Grades

By registering for courses at Nazareth College, I acknowledge and agree to the following TERMS.

Complete Advisement?

Are you sure you want to mark this student's advisement complete as of 2/15/2018?

Cancel   Continue

Click on Continue to complete the process.