Advisor Center

This document describes the Advisor Center page in UDSIS as well as some related advisor resources. Please note that screenshots may vary slightly from your personal view, depending on UDSIS security access.

**Navigation:**

Log into [UDSIS](https://udsis.udel.edu). On the **Faculty and Advisors Homepage**, click the **Advisor Center** tile.

In the **Advisor Center** tile, you will see menu items on the left side of the screen. Menu items with a 📜 icon are pages within UDSIS and will open in the right pane within the same window. Menu items with a 📜 icon are pages outside of UDSIS and will open in a separate tab/window.
My Advisees:

With the **My Advisees** menu item selected, you will see a page similar to the above screenshot in the right-side pane of the window. The table contains a list of all advisees assigned to you. Click the **View Student Details** link to access the corresponding details for that student. Click the icon in the upper right corner of the table to download your list of advisees to Excel.

**View data for other students**

To view the details of a student who is not your advisee, click the **View data for other students** button.

**Student Center tab:**

With the **My Advisees** menu item selected, you will see a page similar to the above screenshot in the right-side pane of the window. The table contains a list of all advisees assigned to you. Click the **View Student Details** link to access the corresponding details for that student. Click the icon in the upper right corner of the table to download your list of advisees to Excel.

**View data for other students**

To view the details of a student who is not your advisee, click the **View data for other students** button.
After selecting to view a student’s details, you will enter the Student Center tab. Your name and ID will appear at the top. The advisee’s name and ID will appear beneath the Advisee Student Center heading.

You will see a drop-down menu titled “other academic...”. This menu lists available tools and reports. See Advising Tools for Advisors for further info on these tools.

Transfer Credit tab:

Access the Transfer Credit tab to view Course Credits (external and internal transfer credit), Test Credits, and Other Credits (exemptions) posted to your advisee’s record.
Academics tab:

The top portion of the Academics tab provides a summary of the student’s career, program, and plan information, as well as cumulative statistics.

The bottom portion of the Academics tab provides a term-by-term listing of enrollment and a table of more detailed statistics.
**Academic Test Summary**

After searching for a student on this page, it will show Academic Test Summary information that has been posted to that student’s record. Examples include AP and SAT.

**Manage Service Indicators:**

Advisors with access to release a Student Hold (Service Indicator) will see the Manage Service Indicators menu item in their Advisor Center tile. For further information, see: [Release a Service Indicator](#).

**Blue Hen Success Collaborative:**

The [Blue Hen Success Collaborative](#) is an undergraduate academic advising and student support system that combines predictive analytics, real-time data, consulting and networking to help academic advisors in their work to support students. BHSC provides advisors access to undergraduate students’ academic profiles and to create advising reports/notes, appointments, messages, referrals and much more.

**Advising Views:**

[Advising Views](#) is a UD application that supports the academic advising process along with the Blue Hen Success Collaborative (BHSC) and UDSIS. Student summary information, along with completed [undergraduate](#) academic webforms and links to other advising tools are provided to authorized staff, based on their UDSIS security.

**Advisor Resources:**

This menu item links to the [Advisor Resources](#) webpage, which contains some additional resources and information.

**Transfer Credit:**

This menu item links to the [Transfer Credit](#) webpage.

**UDSIS Help for Faculty/Staff:**

This menu item links to a [webpage](#) with UDSIS help documents provided to faculty and staff.