Request for Student Advising Profile Access in ULink

Name: ___________________________________  CLID: ______________

Title: ___________________________________  Dept: ______________

Academic administrative professionals are required to keep their ISIS/MVS account active for continued Student Advising Profile access.

Advisors are required to complete the on-line Advisor Training Workshop for first time advisors. If replacing another advisor, name of person replacing: ___________________________________

What date was the on-line Advisor Training Workshop for first time advisors completed? __________

________ Undergraduate (Non-Honors)

________ Graduate

________ Honors (Request must come from Honors Department)

When advisor no longer has advisees, access to the Student Advising Profile will be terminated. By signing this form you are acknowledging responsibility for activity performed through this access.

______________________________________________  Date: ______________
Signature of Applicant

Approved:

Department Head: ____________________________  Date: ____________

Director, Academic Success Center: ________________________________  Date: ____________

Vice President, Enrollment Management: ________________________________  Date: ____________

Forward this form to Kimberly Benoit in the Academic Success Center.

Advisor Code: ____________  Job Date: ____________  Job Number: ____________