## Accessing your advisee listing and student registration codes (for advisors)

- 1) Login to UCanWeb. You do this the same way you log into your email or Brightspace.
- 2) From the Main Menu, go to Faculty and Advisors, then Advisor Menu
- 3) Go to "UCanWeb 9 Advisee Listing", choose the semester in which the student will be registering (Summer 2023).
- 4) Search for a specific student or use the link that says "View my Advisee Listing"

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Change term, search for a student, or view your advisee listing										
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5) You can find your students' registration codes in the Advisee Listing:

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6) Click on the student name to open the profile and see other details as needed. Registration code is also on this page under "Registration Notices":

