

Online Student Services

at Thomas Edison State College

Student User Guide

Access the newly redesigned Online Student Services at: <https://webadvisor1.tesc.edu/WebAdvisor/WebAdvisor>

At Thomas Edison State College, we have transformed our Online Student Services system into an interactive application that enables you to:

- Search and register for courses online
- View transcripts
- View transfer credits
- View financial aid information
- View your academic profile
- Update address information
- Track communications from the College, and more

This brief guide is designed to help you become more familiar with the system. This guide is organized by sections according to the main menu and main student menu of the new system, which is powered by Datatel's WebAdvisor and integrated into the College's student database.

As a student, your first step when using the new system is to obtain your user ID and password, which is explained in this guide.

If you have any difficulties accessing your account information, please submit a *Helpdesk Ticket* through myEdison® or contact us at 1-888-442-8372.

We are interested to know what our students think of the new system and look forward to hearing from you.

Please send your comments to: feedback@tesc.edu.

Thank you!

Access the newly redesigned Online Student Services at:

<https://webadvisor1.tesc.edu/WebAdvisor/WebAdvisor>



Online Student Services - main menu: This is the page you will see when you first visit the new Online Student Services page.

The screenshot shows the Thomas Edison State College Online Student Services page. At the top left is the college logo with the tagline "Higher Education. For Adults with Higher Expectations.*". The page title is "Online Student Services". A navigation bar contains links for "CHANGE PASSWORD", "LOG OUT", "MAIN MENU", and "CONTACT US". A welcome message states: "Welcome to Thomas Edison State College's Online Student Services, which enables you to search for courses, register for courses, check your grades, view your academic evaluation and check the status of your financial aid. We want to know what you think of our Online Student Services. You can send us your comments by following the directions under the 'Contact Us' tab." Below this is a "Welcome!" section with a link for "I'm New to Online Student Services". A second paragraph explains that the service gives students and the college community access to helpful applications. A third paragraph instructs new users to select "I'm new to Online Student Services" or "Login". At the bottom, there are links for "I'm New to Online Student Services" and "What's My Password?", and a "WebAdvisor" logo.

1 First step:
Click "I'm new to Online Student Services" to obtain your user ID and password, which enables you to login to the new system.

For most students, your user ID will be your first name, followed by a period, then your last name (example: frank.smith). Students who have the same first and last names will be assigned a number to provide them with unique user IDs (example: frank.smith2).

2 Second step:
Click "Online Student Services" in the blue bar to login into the system. You will need your new user ID and password to access the main student page, where you can search, register and pay for courses, view transcripts, financial aid information, academic information and more.

1 First Step - I'm New to Online Student Services page: This is the page you will see after you click "I'm New to Online Student Services." Click the "OK" button and follow the directions to obtain your user ID, password and login to the new system.

http://webadvisor1.tesc.edu:8080/WebAdvisorTest/...

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[CHANGE PASSWORD](#) | [LOG OUT](#) | [MAIN MENU](#) | [CONTACT US](#)

New to Online Student Services

Follow these four steps to log in for the first time:

1. Get your User ID
2. Reset your Password
3. Check your e-mail to receive your Password
4. Log in

Click OK to proceed to step 1

Click the "OK" button and follow the directions to obtain your user ID, password and login to the new system.

[CHANGE PASSWORD](#) | [LOG OUT](#) | [MAIN MENU](#) | [CONTACT US](#)

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② **Second step - Online Student Services, Students Menu page:** This is the page you will see after you login to the new system. This is the main student services page that enables you to search, register and pay for courses, view transcripts, view financial aid information, view academic information, change their password, update their address and much more.

The screenshot shows the 'Online Student Services' page for Thomas Edison State College. The page features a navigation bar with links for 'CHANGE PASSWORD', 'LOG OUT', 'MAIN MENU', 'STUDENTS MENU', and 'CONTACT US'. Below the navigation bar, there is a login instruction: 'To log in, you need your User ID and Password. Click the Log In tab above or below; otherwise select "I'm new to Online Student Services" below.' The main content area is titled 'CURRENT STUDENTS - ONLINE STUDENT SERVICES MENU' and includes a welcome message 'Welcome, (your name)!'. A warning states 'The following links may display confidential information.' The page is organized into several sections: 'User Account' (with links for 'I'm new to Online Student Services', 'What's my User ID?', 'What's my Password?', 'Change Password', and 'Address Change'); 'College Messages' (with 'TESC Student Communications'); 'Financial Information' (with 'Account Summary by Term'); 'Financial Aid' (with 'Financial aid status by year' and 'Financial aid status by term'); 'Registration' (with 'Search for Courses' and 'Register for Courses'); and 'Academic Profile' (with 'Grade Point Average by Term', 'Academic Evaluation', 'Transcript Request Status', 'Transcripts Received', 'Grades', 'Unofficial Transcript', 'Schedule', and 'My profile'). The page footer includes the same navigation links and a 'WebAdvisor 3.1' logo.

Online Student Services

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Online Student Services

CHANGE PASSWORD | LOG OUT | MAIN MENU | STUDENTS MENU | CONTACT US

To log in, you need your User ID and Password. Click the Log In tab above or below; otherwise select "I'm new to Online Student Services" below.

CURRENT STUDENTS - ONLINE STUDENT SERVICES MENU

Welcome, (your name)! [myEdison](#)

The following links may display confidential information.

User Account

- [I'm new to Online Student Services](#)
- [What's my User ID?](#)
- [What's my Password?](#)
- [Change Password](#)
- [Address Change](#)

College Messages

- [TESC Student Communications](#)

Financial Information

- [Account Summary by Term](#)

Financial Aid

- [Financial aid status by year](#)
- [Financial aid status by term](#)

Registration

- [Search for Courses](#)
- [Register for Courses](#)

Academic Profile

- [Grade Point Average by Term](#)
- [Academic Evaluation](#)
- [Transcript Request Status](#)
- [Transcripts Received](#)
- [Grades](#)
- [Unofficial Transcript](#)
- [Schedule](#)
- [My profile](#)

CHANGE PASSWORD | LOG OUT | MAIN MENU | STUDENTS MENU | CONTACT US

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Overview - Students Menu page: Let's briefly review the various features on the Students Menu page:

User Account: In this section, you can manage your Online Student Services user ID and passwords and update your address.

Financial Information: In this section, you can view a summary of your financial account with the College, including charges owed, payments made and balances, refunds, including those related to financial aid.

Financial Aid: This this section, you can review a summary of your financial aid status by term or year.

College Messages: In this section, you can track important communications received from the College, including which College office sent it, when it was sent and if a reply is required.

Registration: In this section, you can search for courses, register for courses and pay for courses. The search function enable you to locate courses by title, mentor or subject.

Academic Profile: In this section, you can view your academic information, including grades, grade point averages, evaluations, transcripts and course schedules.

The screenshot shows the 'Online Student Services' page for Thomas Edison State College. The header includes the college logo and navigation links: CHANGE PASSWORD, LOG OUT, MAIN MENU, STUDENTS MENU, and CONTACT US. Below the header, a dark blue bar contains 'CURRENT STUDENTS - ONLINE STUDENT SERVICES MENU' and a welcome message 'Welcome, (your name)!'. The main content area is titled 'The following links may display confidential information.' and lists several menu items: User Account, Financial Information, Financial Aid, College Messages, Registration, and Academic Profile. Each menu item has a list of sub-links. Colored arrows from the text above point to these menu items: a red arrow points to 'User Account', a yellow arrow points to 'Financial Information', a blue arrow points to 'Financial Aid', another red arrow points to 'College Messages', a yellow arrow points to 'Registration', and a blue arrow points to 'Academic Profile'.

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Online Student Services

CHANGE PASSWORD | LOG OUT | MAIN MENU | STUDENTS MENU | CONTACT US

To log in, you need your User ID and Password. Click the Log In tab above or below; otherwise select "I'm new to Online Student Services" below.

CURRENT STUDENTS - ONLINE STUDENT SERVICES MENU

Welcome, (your name)! [myEdison](#)

The following links may display confidential information.

User Account

- [I'm new to Online Student Services](#)
- [What's my User ID?](#)
- [What's my Password?](#)
- [Change Password](#)
- [Address Change](#)

Financial Information

- [Account Summary by Term](#)

Financial Aid

- [Financial aid status by year](#)
- [Financial aid status by term](#)

College Messages

- [TESC Student Communications](#)

Registration

- [Search for Courses](#)
- [Register for Courses](#)

Academic Profile

- [Grade Point Average by Term](#)
- [Academic Evaluation](#)
- [Transcript Request Status](#)
- [Transcripts Received](#)
- [Grades](#)
- [Unofficial Transcript](#)
- [Schedule](#)
- [My profile](#)

Search & Register for Courses - Students Menu page: One of the key functions you will use Online Student Services for is to search and register for courses. The system enables you to search, register and pay for course registrations. Let's start with searching and registering for a course. First ❶, click the "Register for Courses" link in the Registration section, which enables you to search **and** register for courses. The "Search for Courses" link only enables students to search for courses.

Online Student Services

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CHANGE PASSWORD | LOG OUT | MAIN MENU | STUDENTS MENU | CONTACT US

To log in, you need your User ID and Password. Click the Log In tab above or below; otherwise select "I'm new to Online Student Services" below.

WELCOME, (your name)! [myEdison](#)

The following links may display confidential information.

User Account

- [I'm new to Online Student Services](#)
- [What's my User ID?](#)
- [What's my Password?](#)
- [Change Password](#)
- [Address Change](#)

Financial Information

- [Account Summary by Term](#)

Financial Aid

- [Financial aid status by year](#)
- [Financial aid status by term](#)

College Messages

- [TESC Student Communications](#)

Registration

- [Search for Courses](#)
- [Register for Courses](#) ❶ Click "Register for Courses"

Academic Profile

- [Grade Point Average by Term](#)
- [Academic Evaluation](#)
- [Transcript Request Status](#)
- [Transcripts Received](#)
- [Grades](#)
- [Unofficial Transcript](#)
- [Schedule](#)
- [My profile](#)

CHANGE PASSWORD | LOG OUT | MAIN MENU | STUDENTS MENU | CONTACT US

WebAdvisor 3.1
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Search & Register for Courses - Students Menu page: This page will look familiar to most students who have used Online Student Services. If you are ready to move forward using Online Student Services, scroll to the bottom and find the “Search, Register and Pay for Courses” link. You will notice a few other options here, including the “Register for Previously Selected Courses” link, the “Drop Courses” link and the “Register for TECEP Exam” link. For the purposes of this guide, we will focus on searching and registering for a course. So next ❷, click on the “Search, Register and Pay for Courses” link.

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Online Student Services

[CHANGE PASSWORD](#) | [LOG OUT](#) | [MAIN MENU](#) | [STUDENTS MENU](#) | [CONTACT US](#)

WELCOME, (your name)!

CURRENT STUDENTS

Course Registration - Payment Requirements and Financial Aid

- Course registration via the Web requires payment by credit card, unless you are currently enrolled in the College under the Comprehensive Tuition plan, or have approved Thomas Edison State College Financial Aid for this term. Any late fees for students on the Comprehensive Tuition plan also must be paid by credit card at the time of registration. If you complete your registration and leave a balance unpaid, you will be automatically deregistered. All successful registrations will be confirmed by the Office of the Registrar within 2 business days by email.
- Federal financial aid is awarded only for enrollment in Thomas Edison State College distance learning courses (Guided Study or Online courses). Financial aid will not be awarded for TECEP exams, Prior Learning Assessment (PLA) or e-Pack courses. In order for your course fees to be paid by financial aid, you must register for courses in the terms that you requested in your award letter. If you register in courses outside of the terms you requested and don't pay on your own at the time of registration, you will be deregistered.
- If you do not wish to register on the Web or you are paying check, please print the [Undergraduate Course Registration Form](#) or [Graduate Registration Form](#) or use the appropriate Course Registration Form in the Registration Bulletin and mail it with the payment.

ATTENTION NAVY, MARINES, COAST GUARD, AIR FORCE STUDENTS OR MyCAA SPOUSES USING UP-FRONT TUITION ASSISTANCE

- NEW: Course registration via the Web is now available if you have an approved Navy, Marines, Coast Guard, Air Force and MyCAA tuition assistance form. Once the information is entered correctly, you will receive a message that indicates that the registration request was received. You will also be required to submit your approved military or MyCAA tuition assistance form to the Office of the Bursar by email to ta@tesc.edu immediately after registering. We must receive your tuition assistance form by 7am ET the morning following your registration or you will be deregistered from the courses. All successful registrations will be confirmed by the Office of the Registrar within 2 business days by email.
- Navy /Marines/ Coast Guard/Air Force/MyCAA student: Your TA form must match your course request exactly in terms of the actual course and dollar amount of the fees. If the course you registered for is different from the one on your TA form or if the tuition charge is more than the dollar amount approved on the TA form, you will be deregistered. You must get a new approved TA form and register again once you have it. See these links for sample Tuition Assistance forms: [MARINES](#); [COAST GUARD](#); [NAVY](#); [AIR FORCE](#); [MYCAA](#)
- Army Reserves, Army National Guard and New Jersey National Guard: Please note that due to additional processing requirements, students using tuition assistance or Commander's Certificates from the Army Reserves, Army National Guard and New Jersey National Guard will not be able to register online and must continue to register directly with the Office of the Registrar staff. You can fax your documents and registration form to us at 609-292-1657.

Registration in Graduate Courses, PLA, Professional and Continuing Studies

[Search, Register and Pay for Courses](#) ←

Use this option if you would like to view sections and add to your preferred list then register and pay.

[Register for previously selected Courses](#)

Use this option if you have already placed courses on your preferred list and would like register and pay.

[Drop Courses](#)

Use this option if you would like to drop a Section. (Other choices also allow you to drop a Course while you register for another.)

[Register for TECEP Examinations](#)

Use this option if you would like to access the TECEP Examination Registration form.

❷ Click “Search, Register and Pay for Courses”

OK

Search & Register for Courses - Students Menu page: Below (left) is the next screen you will see. So next ③, select the term you wish to register for. Then ④, search for your course by subject, course number or title. Then ⑤, click the “Submit” button.

Search/Register for Sections

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CURRENT STUDENTS

Search/Register for Sections

Term: **③** Select the term you wish to register for; a drop-down menu will provide you with options for the terms.

Starting On/After Date: Ending By Date:

Subject	Course Level	Course Number	Section
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Course Title Keyword(s):

Instructor's Last Name:

④ Search for your course by subject, course number, title, course level (first year, second year, graduate, etc.) or mentor.

CHANGE PASSWORD | LOG OUT

Accounting
Anthropology
Administration of Justice
Applied Science and Technology
Art
Astronomy
Biology
Business Education
Business
Computer Applications
Workforce Career Coach Facilit
Change, Conflict & Resolution
Child Development Services
Chemistry
Computer Information Systems
Computer Science Technology
Communications
Computer Science
Counseling
Continuing and Prof Studies
Clinical Trials Administration
Controls
Earth Science
Economics
Educational Leadership
Engineering Mechanics
Economics
Elect. Communications
Electronics Digital

③ Here is what the subject drop-down menu looks like when students search for a course by subject.

Ending By Date:

Course Title Keyword(s):

Academic Level:

Search & Register for Courses - Students Menu page: After you click “Submit,” the results of your course search will appear on a screen that looks like what is posted below. When you see the course you want, move your cursor to the “Select” on the far left and click your mouse ⑥. A check mark will appear in the box. Then ⑦, click on the “Submit” button at the bottom of the page.

CURRENT STUDENTS
Welcome, (your name)!

Section Selection Results

Narrow my search

Re-sort my results TERM Term, Section Name ▼

Select	Term	Status	Section Name and Title	Instruction Method	Mentor	Available/ Capacity	Credits
<input checked="" type="checkbox"/>	August 2010	Open	ACC-101-EP001 (94323) Prin. of Finl Acctg	e-Pack	O. Office of Test Develop.	21 / 25	3.00
<input type="checkbox"/>	August 2010	Open	ACC-101-GS003 (94324) Prin. of Finl Acctg	Guided Study Courses	A. Butula	7 / 15	3.00
<input type="checkbox"/>	August 2010	Open	ACC-101-OL009 (94325) Prin. of Finl Acctg	Online Course	B. Havens	1 / 14	3.00
<input type="checkbox"/>	August 2010	Open	ACC-101-OL010 (94326) Prin. of Finl Acctg	Online Course	M. Layvand	10 / 15	3.00
<input type="checkbox"/>	August 2010	Open	ACC-102-EP001 (94327) Prin. of Mqri Acctg	e-Pack	O. Office of Test Develop.	20 / 25	3.00
<input type="checkbox"/>	August 2010	Open	ACC-102-GS003 (94328) Prin. of Mqri Acctg	Guided Study Courses	A. Butula	12 / 15	3.00
<input type="checkbox"/>	August 2010	Open	ACC-102-OL009 (94329) Prin. of Mqri Acctg	Online Course	M. Layvand	5 / 15	3.00
<input type="checkbox"/>	August 2010	Open	ACC-102-OL010 (94330) Prin. of Mqri Acctg	Online Course	B. Havens	6 / 15	3.00
<input type="checkbox"/>	August 2010	Open	ACC-121-PA001 (94331) Payroll Taxes	Prior Learning Assessment	J. Mathias	20 / 20	3.00
<input type="checkbox"/>	August 2010	Open	ACC-201-OL009 (94332) Intermediate Accounting I	Online Course	D. Medved	7 / 15	3.00
<input type="checkbox"/>	August 2010	Open	ACC-202-OL009 (94333) Intermediate Accounting II	Online Course	K. Smith	5 / 15	3.00
<input type="checkbox"/>	August 2010	Open	ACC-303-OL009 (94334) Cost Accounting	Online Course	E. Kaplan	9 / 15	3.00
<input type="checkbox"/>	August 2010	Open	ACC-401-OL009 (94335) Advanced Accounting	Online Course	K. Wisniewski	5 / 15	3.00
<input type="checkbox"/>	August 2010	Open	ACC-402-OL009 (94336) Advanced Accounting II	Online Course	D. Medved	11 / 15	3.00
<input type="checkbox"/>	August 2010	Open	ACC-411-OL009 (94337) Auditing	Online Course	D. Medved	10 / 15	3.00
<input type="checkbox"/>	August 2010	Open	ACC-421-GS002 (94338) Federal Income Taxation	Guided Study Courses	J. Eberhardt	13 / 15	3.00
<input type="checkbox"/>	August 2010	Open	ACC-421-OL010 (94339) Federal Income Taxation	Online Course	R. Weinberger	3 / 15	3.00

SUBMIT

⑦ Click on the “Submit” button at the bottom of the page.

⑥ Move your cursor to the “Select” column on the far left and click your mouse in the open box. A check mark will appear in the box.

⑦ Click on the “Submit” button at the bottom of the page.

Search & Register for Courses - Students Menu page: After you click “Submit,” the screen below will appear. Next ⑧, move your cursor to the “Action” drop-down menu on the left side of the screen and select “Register.” Then ⑨, click on the “Submit” button at the bottom of the page. You will notice that any courses you are currently registered for will also appear on this screen, along with the option to drop a course.

The screenshot shows the 'Register and Drop Sections' page for Thomas Edison State College. The page includes a header with the college logo and navigation links. The main content area is titled 'Register and Drop Sections' and features a form for selecting courses. A table lists available sections with columns for Action, Term, Section Name and Title, Instruction Method, Mentor, and Credits. A 'Drop' column is also present. Annotations highlight the 'Register' option in the Action menu and the 'Submit' button at the bottom.

Register and Drop Sections

Name: Your name here

Action for ALL Pref. Sections (or choose below): [Dropdown]

Preferred Sections

Action	Term	Section Name and Title	Instruction Method	Mentor	Credits
[Dropdown]	August 2010	ACC-101-EP001 (94323) Prin. of Finl Acctg	e-Pack	O. Office of Test Develop.	3.00

Register
Remove from List

⑧ move your cursor to the “Action” drop-down menu on the left side of the screen and select “Register.”

Drop	Term	Section Name and Title	Instruction Method	Mentor	Credits
<input type="checkbox"/>	August 2010	CMP-202-OL009 (94416) Foundation of Info. Tech.	Online Course	W. Maddox	3.00
<input type="checkbox"/>	August 2010	EAS-101-GS002 (94459) General Earth Science	Guided Study Courses	C. Correale	3.00
<input type="checkbox"/>	June 2010	COM-335-OL012 (92886) Elem. of Intercultural Commun.	Online Course	B. Siress	3.00
<input type="checkbox"/>	June 2010	MAN-373-OL010 (93083) Managerial Communications	Online Course	D. Mugavero Schneider	3.00

You will notice that any courses you are currently registered for will also appear on this screen, along with the option to drop a course by clicking on the box located in the “Drop” column on the far left.

If one of my choices is not available
ALL Allow me to adjust all [Dropdown]

⑨ Click on the “Submit” button at the bottom of the page.

SUBMIT

Search & Register for Courses - Students Menu page: After you click “Submit,” the screen below will appear that shows the course(s) you are registering for as well as those you have already registered for. At this point, you can add more courses by clicking on the “Click HERE to add more Courses” link. To complete online registration and pay for your course(s), **10**, click the “OK” button at the bottom of the page.

This will take you to the College’s secure payment system where you can pay for your course registration(s) with a credit card or electronic check.

Registration Results

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CURRENT STUDENTS Welcome, (your name)!

Registration Results

Your College ID

Term	Status	Course Name and Title	Mentor	Credits
August 2010	Registered for this section	ACC-101-EP001 (94323) Prin. of Finl Acctg	O. Office of Test Develop.	3.00

Here are all of the sections for which you are currently registered:

Term	Course Name and Title	Mentor	Credits
August 2010	ACC-101-EP001 (94323) Prin. of Finl Acctg	O. Office of Test Develop.	3.00
August 2010	CMP-202-OL009 (94416) Foundation of Info. Tech.	W. Maddox	3.00
August 2010	EAS-101-GS002 (94459) General Earth Science	C. Correale	3.00
June 2010	COM-335-OL012 (92886) Elem. of Intercultural Commun.	B. Siress	3.00
June 2010	MAN-373-OL010 (93083) Managerial Communications	D. Mugavero Schneider	3.00

[Click HERE to add more Courses](#) ← To add more courses by clicking on the “Click HERE to add more Courses” link.

Select OK below to Check Out.

OK ← **10** To complete online registration and pay for your course(s), click the “OK” button at the bottom of the page.

Students Menu page - Academic Profile: Another area we will preview in this user guide are the features of the Academic Profile section, where students can check their grades, grade point average, academic evaluations, transcripts and course schedules.

Let's start by clicking on the Grade Point Average by Term" link.

Online Student Services

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CHANGE PASSWORD | LOG OUT | MAIN MENU | STUDENTS MENU | CONTACT US

To log in, you need your User ID and Password. Click the Log In tab above or below; otherwise select "I'm new to Online Student Services" below.

CURRENT STUDENTS - ONLINE STUDENT SERVICES MENU

Welcome, (your name)! [myEdison](#)

The following links may display confidential information.

User Account

- [I'm new to Online Student Services](#)
- [What's my User ID?](#)
- [What's my Password?](#)
- [Change Password](#)
- [Address Change](#)

Financial Information

- [Account Summary by Term](#)

Financial Aid

- [Financial aid status by year](#)
- [Financial aid status by term](#)

College Messages

- [TESC Student Communications](#)

Registration

- [Search for Courses](#)
- [Register for Courses](#)

Academic Profile

- [Grade Point Average by Term](#)
- [Academic Evaluation](#)
- [Transcript Request Status](#)
- [Transcripts Received](#)
- [Grades](#)
- [Unofficial Transcript](#)
- [Schedule](#)
- [My profile](#)

CHANGE PASSWORD | LOG OUT | MAIN MENU | STUDENTS MENU | CONTACT US

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Grade Point Average by Term

Choose One	Term	Description	Start Date	End Date
<input checked="" type="radio"/>	2010AUG	August 2010	08/01/10	11/30/10
<input type="radio"/>	2010JUN	June 2010	06/01/10	12/31/10
<input type="radio"/>	2010MAR	March 2010	03/01/10	05/22/10
<input type="radio"/>	2009DEC	December 2009	12/01/09	02/20/10
<input type="radio"/>	2009AUG	August 2009	08/01/09	10/24/09
<input type="radio"/>	2009JUN	June 2009	06/01/09	08/22/09
<input type="radio"/>	2009FEB	February 2009	02/01/09	04/25/09
<input type="radio"/>	2008OCT	October 2008	09/29/08	12/20/08
<input type="radio"/>	2008APR	April 2008	04/01/08	06/21/08

Select the term by move your cursor to the "Choose One" column on the far left and click your mouse in the open box. A dot will appear in the box.

Next, click the "Submit" button on the bottom of the page.

Select Academic Level

SUBMIT

Students Menu page - Grade Point Average: After to you click on the "Grade Point Average by Term" link, the screen to the left will appear.

First, select the term by moving your cursor to the "Choose One" column on the far left and click your mouse in the open box. A dot will appear in the box. Then click the "Submit" button on the bottom of the page.

The next page to appear is reflected below.

Grade Point Average by Term

Term

August 2010

Total Earned Credits	Total Grade Points	Term GPA
0.00	0.00	0.000

Course/Section and Title	Grade	Credits
--------------------------	-------	---------

OK

Program Evaluation

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CURRENT STUDENTS

Program Evaluation

Please select your active program.

* = Required

Choose One Active Programs

BA, COMMU BA in Communications

What if I changed my program of study?

What work do you want to include?*

SUBMIT

Select your active program by moving your cursor to the "Choose One" column on the far left and click your mouse in the open box. A dot will appear in the box.

Next, click the "Submit" button on the bottom of the page.

Students Menu page - Academic Evaluation:

Access this page by clicking on the "Academic Evaluation" link. Once you do that, the screen to the left will appear.

First, select your active program by moving your cursor to the "Choose One" column on the far left and click your mouse in the open box. A dot will appear in the box. Then click the "Submit" button on the bottom of the page.

The next page to appear is reflected below containing your evaluation.

CURRENT STUDENTS

THOMAS EDISON STATE COLLEGE
Academic Evaluation

Your name
Your address
:

College ID#:
Date Issued: 01/05/11
Program: BA in Communications

This is your personalized academic evaluation, an advising tool designed to assist you in planning for degree completion. The academic evaluation is not an official transcript, but an evolving review of credits appropriate to your degree. It remains your responsibility to satisfy all degree requirements as outlined in the Thomas Edison State College catalog. The academic evaluation identifies:

- 1) Requirements for your degree program
- 2) Transfer Course work and TESC equivalencies (if applicable)
- 3) TESC course work (currently enrolled and or in progress)
- 4) Planned Courses
- 5) You are required to maintain an overall GPA of 2.0
- 6) An official TESC cumulative GPA will be calculated for any student earning at least 1 semester credit of TESC graded coursework.
- 7) Notes from TESC staff appear at the end of the report (if applicable).

Students Menu page - Transcripts: Access this page by clicking on the “Transcripts Received” link. Once you do that, the screen below will appear. Click “OK” to return to the Students Menu.

The screenshot shows a web browser window displaying the 'My Institution Transfers' page. The browser's address bar shows 'My Institution Transfers'. The page header includes the Thomas Edison State College logo and the slogan 'Higher Education. For Adults with Higher Expectations.*'. The main navigation bar contains links for 'CHANGE PASSWORD', 'LOG OUT', 'MAIN MENU', 'STUDENTS MENU', 'HELP', and 'CONTACT US'. The page title is 'CURRENT STUDENTS' and the user is greeted with 'Welcome Sandra!'. The main content area is titled 'My Institution Transfers' and contains a table with two columns: 'Institutions Attended' and 'Transcript Recv. Date'. The table lists seven entries, including Los Angeles City College, Los Angeles Pierce College, West Los Angeles College, Camden County College, TESC-Assessment Credit, Univ of la Verne, and Tesc-Planned. An 'OK' button is located below the table. The footer of the page repeats the navigation links and includes the 'WebAdvisor 3.1' logo, powered by DATATEL.

Institutions Attended	Transcript Recv. Date
0010453 Los Angeles City College	02/04/08
0005122 Los Angeles Pierce College	11/19/07
0005118 West Los Angeles College	12/04/07
0000388 Camden County College	01/22/08
0004855 TESC-Assessment Credit	
0004060 Univ of la Verne	11/26/07
0013163 Tesc-Planned	


 Higher Education.
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 Higher Expectations.[®]

Online Student Services

[CHANGE PASSWORD](#) | [LOG OUT](#)

CURRENT STUDENTS

Select your term by moving your cursor to the "Choose One" column on the far left and click your mouse in the open box. A dot will appear in the box.

Grades

Choose One	Term	Description	Start Date	End Date
<input type="radio"/>	2010AUG	August 2010	08/01/10	11/30/10
<input type="radio"/>	2010JUN	June 2010	06/01/10	12/31/10
<input type="radio"/>	2010MAR	March 2010	03/01/10	05/22/10
<input type="radio"/>	2009DEC	December 2009	12/01/09	02/20/10
<input type="radio"/>	2009AUG	August 2009	08/01/09	10/24/09
<input type="radio"/>	2009JUN	June 2009	06/01/09	08/22/09
<input type="radio"/>	2009FEB	February 2009	02/01/09	04/25/09
<input type="radio"/>	2008OCT	October 2008	09/29/08	12/20/08
<input type="radio"/>	2008APR	April 2008	04/01/08	06/21/08

Next, click the "Submit" button on the bottom of the page.

Students Menu page - Grades:

Access this page by clicking on the "Grades" link. Once you do that, the screen to the left will appear.

First, select your term by moving your cursor to the "Choose One" column on the far left and click your mouse in the open box. A dot will appear in the box. Then click the "Submit" button on the bottom of the page.

The next page to appear is reflected below containing your grades.

CURRENT STUDENTS

Grades

0380708 Sandra Adams

Term	Term GPA
August 2010	0.000

Course Section	Title	Final Grd	Credits
EAS-101-GS002	General Earth Science		3.00
CMP-202-OL009	Foundation of Info. Tech.		3.00
ACC-101-EP001	Prin. of Finl Acctg		3.00

CURRENT STUDENTS

Unofficial Transcript

Transcript Type **UG Undergraduate** ▼

Select your transcript type from the drop-down menu.

Next, click the "Submit" button on the bottom of the page.

SUBMIT

Students Menu page - Unofficial Transcripts:

Access this page by clicking on the "Unofficial Transcripts" link. Once you do that, the screen to the left will appear.

First, select transcript type from the drop-down menu. Then click the "Submit" button on the bottom of the page. The next page to appear is reflected below containing your unofficial transcripts.

CURRENT STUDENTS

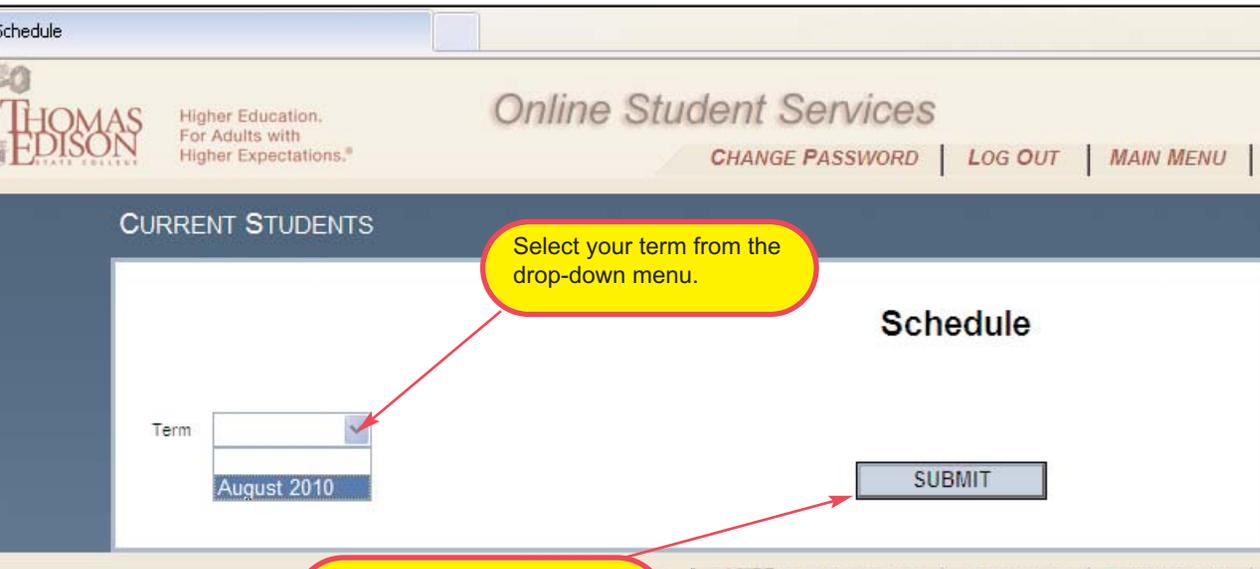
Unofficial Transcript

This unofficial transcript shows all the earned credits recorded on your TESC academic record. Courses taken at TESC appear in the list with a term designated. Course transfer credits. Please be aware that the information in this unofficial transcript is not formatted in the same manner as it is on your official TESC transcript. For detail information, please visit the [College Website](#).

Your name and College ID here

Course/Section and Title	Grade	Credits	Repeat	Term
ENS-314 OL012 Global Environmental Change	A	6.00		2010MAR
FIL-110 OL009 American Cinema	B+	3.00		2009DEC
PSY-350 OL009 Abnormal Psychology	A-	3.00		2009JUN
MAR-441 OL009 Mktg With Electronic Media	A-	3.00		2009FEB
MAN-230 OL012 Intro. to Entrepreneurship	A	3.00		2008OCT
GER-412 OL009 Biological Aspects of Aging	B+	3.00		2008APR
COM-120 Intro. Mass Communications I	A	3.00		
RTV-199 Spec. Stud. in Selected Topics	B	3.00		
RTV-200 Intro. Radio, TV, & Cable Te.	A	3.00		
SES-199 Spec. Stud. in Selected Topics	A	1.50		
SES-102 Keyboarding II	A	3.00		
SES-120 Business English	A	3.00		
SES-171 Secretarial Accounting	B	1.00		
SES-201 Office Machines	A	1.00		
MUS-150 Voice I	A	1.00		
SES-199 Spec. Stud. in Selected Topics	B	1.00		

Total Earned Credits your total listed here



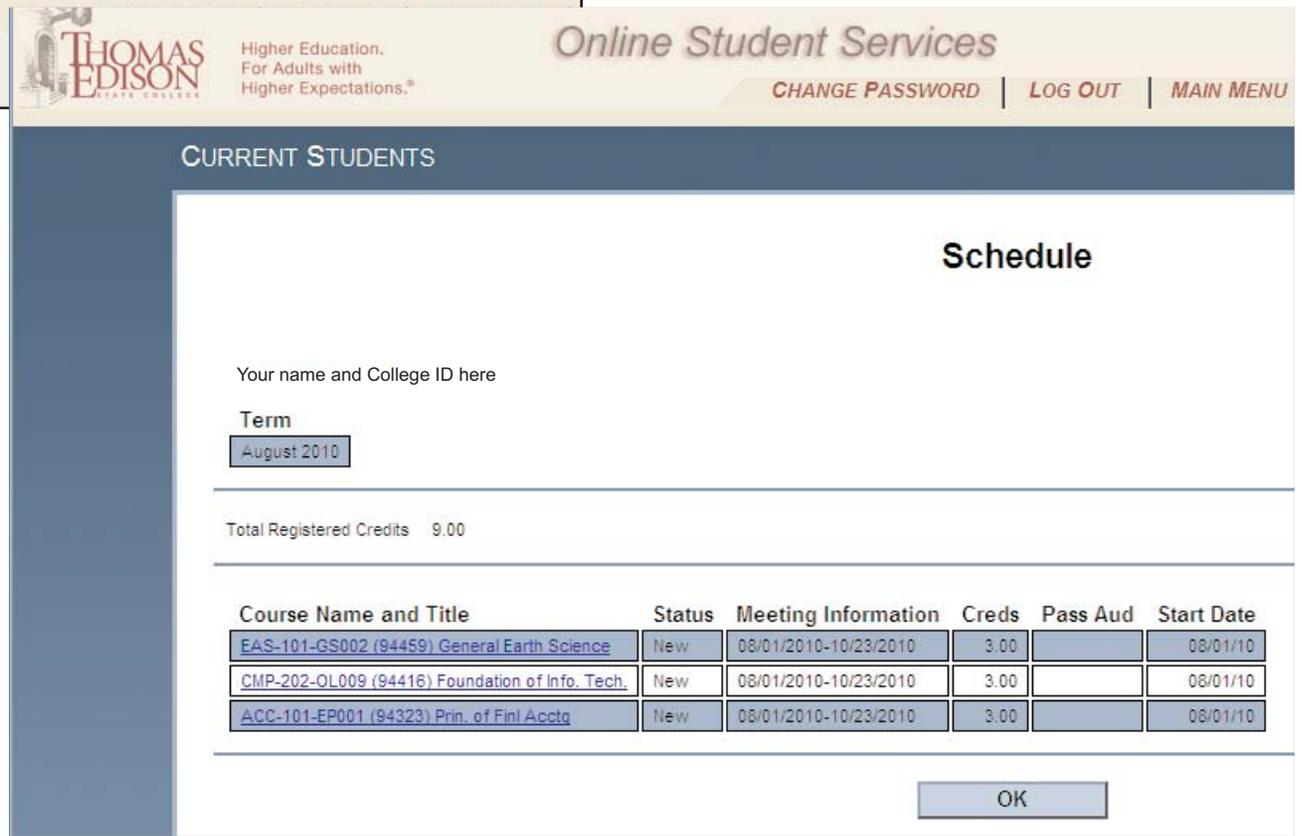
Select your term from the drop-down menu.

Next, click the "Submit" button on the bottom of the page.

Students Menu page - Schedule:
Access this page by clicking on the "Schedule" link. Once you do that, the screen to the left will appear.

First, select term from the drop-down menu. Then click the "Submit" button on the bottom of the page.

The next page to appear is reflected below containing your course schedule.



Course Name and Title	Status	Meeting Information	Creds	Pass Aud	Start Date
EAS-101-GS002 (94459) General Earth Science	New	08/01/2010-10/23/2010	3.00		08/01/10
CMP-202-OL009 (94416) Foundation of Info. Tech.	New	08/01/2010-10/23/2010	3.00		08/01/10
ACC-101-EP001 (94323) Prin. of Finl Acctg	New	08/01/2010-10/23/2010	3.00		08/01/10

We hope you find this guide helpful. The final item we would like to show is the Contact Us page, available from all pages of the system in the main navigation at both the top and bottom of the page. It takes you to a directory of frequently used contacts for students as well as an invitation to provide us with your feedback about the new system and how we can continue to expand and enhance our services to serve students better. We look forward to hearing from you soon!



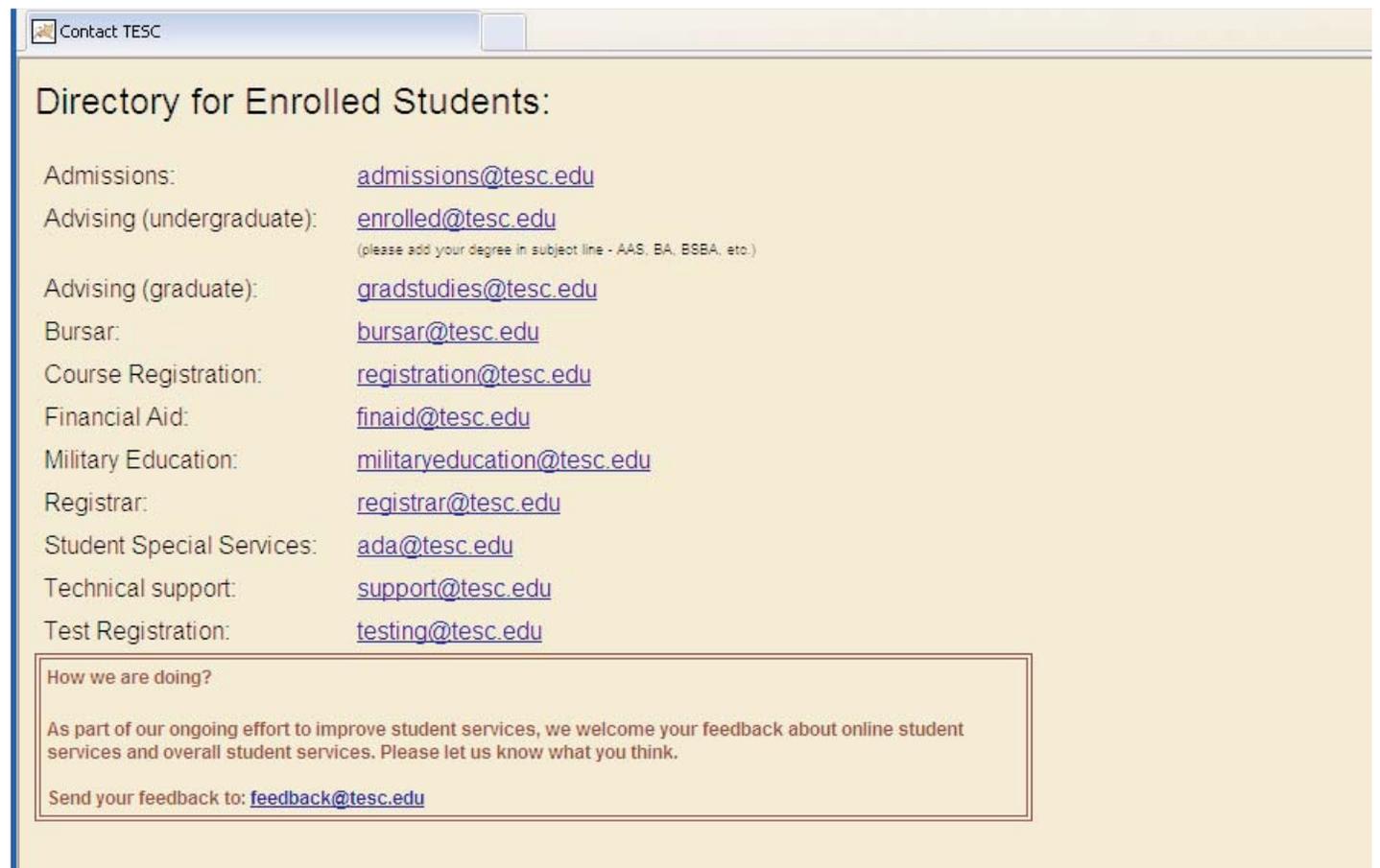
Online Student Services

THOMAS EDISON STATE COLLEGE
Higher Education.
For Adults with
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Online Student Services

CHANGE PASSWORD | LOG OUT | MAIN MENU | CONTACT US

Welcome to Thomas Edison State College's Online Student Services, which enables you to search for courses, register for courses, check your grades, view your academic evaluation and check the status of your financial aid. We want to know what you think of our Online Student Services. You can send us your comments by following the directions under the "Contact Us" tab.



Contact TESC

Directory for Enrolled Students:

Admissions: admissions@tesc.edu

Advising (undergraduate): enrolled@tesc.edu
(please add your degree in subject line - AAS, BA, BSBA, etc.)

Advising (graduate): gradstudies@tesc.edu

Bursar: bursar@tesc.edu

Course Registration: registration@tesc.edu

Financial Aid: finaid@tesc.edu

Military Education: militaryeducation@tesc.edu

Registrar: registrar@tesc.edu

Student Special Services: ada@tesc.edu

Technical support: support@tesc.edu

Test Registration: testing@tesc.edu

How we are doing?

As part of our ongoing effort to improve student services, we welcome your feedback about online student services and overall student services. Please let us know what you think.

Send your feedback to: feedback@tesc.edu