

# FACULTY SELF-SERVICE: ACCESSING THE ONLINE CLASS SCHEDULE (FACULTY ADVISORS)

1. Login to the [MyUTRGV](#) portal using an approved web browser.

Banner 9 Faculty Self-Service is recommended on **Chrome** web browser:



2. Select the Application *ASSIST*.
3. Click on **Advising Student Profile**.

## Faculty and Advising Services



Hello Mary,  
This is the entry page for Banner Faculty and Advisors. From here, you can navigate to the following pages using the Banner menu on the header (Alt+M) depending on your role at the institution:



### Faculty Grade Entry

Submit your final grades and view previous terms.



### Faculty Class List

View your classes and rosters, export or print your class rosters, view your class waitlist, email your class, view profile and academic records of students in your classes.



### Advising Student Profile

Advisors can search for students, view student curriculum data, prior education and test scores, run a degree evaluation, create advising plans, and view student academic records.



### Faculty Attendance Verification

Verify official census date attendance for their classes.

If you have any questions, please email the registrar@utrgv.edu.

4. Select a term and search by one of the options, then click on **View Profile**.

**Advisee Search**

Change term, search for a student, or view your advisee listing

Term  
Summer I 2021

View advisee listing, or search by

Student ID  
 Student Email  
 Student Name

Student ID  
20435466  
Brownsville Vaquero

[View Profile](#) [View My Advisee Listing](#)

a. Search by student's ID.

Student ID

b. Search by student's UTRGV Email.

Student Email

c. Search by student's name by following the noted format.

Student Name

Search

Please enter 3 more characters

To search for a student enter their name: Last, First Middle e.g. Smith, John Martin

5. The Student Profile will appear on the next page.

Advising » [Advisee Search](#) » Student Profile

### Student Profile - Brownsville Vaquero

Term: Summer I 2021 | Standing: Good Standing, as of Fall 2019 | Overall Hours: 0 | Overall GPA: 0.00 | Registration Notices: 4 | Holds: 2



**Brownsville Vaquero**

**Curriculum and Courses**

**Prior Education and Testing**

**Additional Links Below**

**Registration and Planning**

**View Application to Graduate**

**Final Grades**

**Academic Record**

**Degree Works**

#### Bio Information

Email: [brownsville.vaquero@utrgv.edu](mailto:brownsville.vaquero@utrgv.edu)  
Phone: Not Provided  
Gender: Male  
Date of Birth: 03/01  
Ethnicity: Hispanic or Latino  
Race: White  
Citizen: Yes  
Citizenship: United States Citizen  
Emergency Contact: Vaquero, Edinburg  
Emergency Phone: Not Provided

#### General Information

Level: Undergraduate  
Class: Senior  
Status: Active  
Student Type: Continuing  
Residency: Resident  
Campus: Not Provided  
First Term Attended: Fall 2017  
Matriculated Term: Not Provided  
Last Term Attended: Spring 2021  
Leave of Absence: Not Provided

#### Graduation Information

Graduation Applications: [Active\(1\)](#)

#### Advisors

Advisors are not assigned for the selected term.

#### CURRICULUM, HOURS & GPA

Primary | Secondary | Hours & GPA

Degree: Bachelor of Science  
Study Path: Not Provided  
Level: Undergraduate  
Program: Environmental Sciences  
College: Sciences  
Major: Environmental Sciences  
Department: Multidisciplinary Sciences  
Concentration: Environment and Society  
Minor: Political Science  
Concentration: Not Provided  
Admit Term: Standard  
Admit Term: Fall 2019  
Catalog Term: Fall 2019

#### REGISTERED COURSES

Course Title	Details	CRN	Hours	Registration Status	Instructor
General Biology I	BIOL 1406 01	<a href="#">60572</a>	4	Web Registered	Not assigned
General Biology I Lab	BIOL 1406 A	<a href="#">60576</a>	0	Web Registered	Not assigned
TX Gov & Pol	POLS 2306 ...	<a href="#">64011</a>	0	Wait Listed - NOT EN...	<a href="#">Esteban Martin</a>

Total Hours | Registered Hours: 4 | Billing Hours: 4 | CEU Hours: 0 | Min Hours: 0 | Max Hours: 18

6. From the left-hand side, click on **Registration and Planning**.

- Curriculum and Courses
- Prior Education and Testing
- Additional Links Below
- Registration and Planning**
- View Application to Graduate
- Final Grades
- Academic Record
- Degree Works

7. Select a role.

### Please select a role\*

Your account has been assigned multiple roles. How would you like to begin?

- Faculty
- Advisor
- Faculty And Advisor

\*Remember you can switch between roles at any time.

8. Click on **Browse Classes** to begin your search.



[Browse Classes](#)  
Looking for classes? In this section you can browse classes you find interesting.