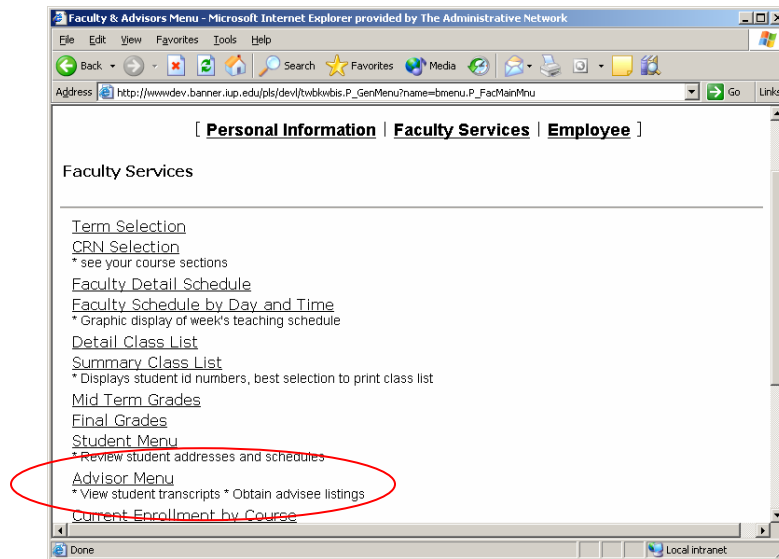


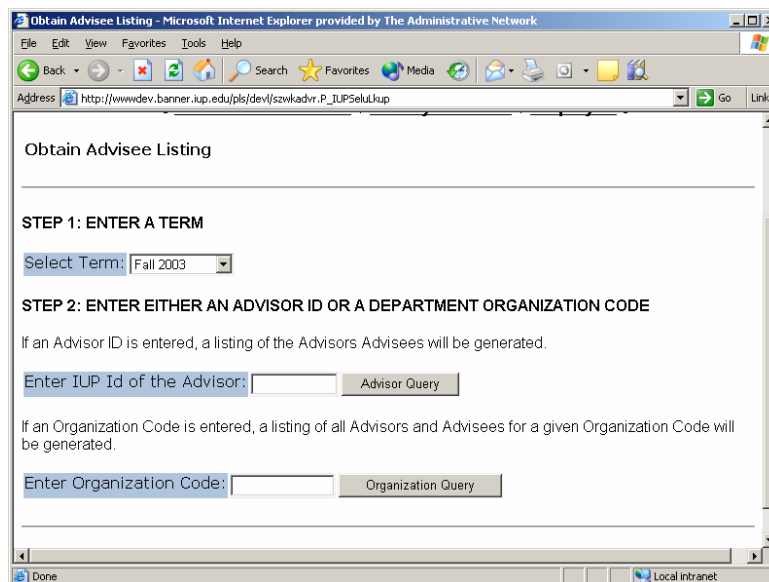
## Viewing an Advisee List

Faculty members can view a List of Advisees which are assigned to them for the current term. The list provides *Student Name – Banner ID – Email address – Program – Advisor Code – Identification as Primary Advisor*.



After logging in to the secure area on URSA,

- Select **Faculty & Advisors**
- From the menu, select **Obtain Advisee List**
- Select a **Term**
- Enter the **Banner ID** of the Advisor, Click on **Advisor Query**.



The Advisee Listing can be printed by selecting **Print** from the drop-down **File menu**.