



1.) Go to main page and log into "MySRSU"

How to Release "Must Contact Major Advisor" Hold

W E L C O M E T O A P L A C E
FAR FROM ORDINARY.

UNDERGRADUATE

GRADUATE

ONLINE

Degreeworks

- Dashboard
- Controller
- Transit

Banner Search

Search

Microsoft 365

- Microsoft 365
- Email
- Teams
- OneDrive
- Excel

To-Do List

Add your tasks
Create personal tasks and reminders.

ADD NEW TASK

2.) Click "Faculty Dashboard"

Web Links

Add quick links
Create links to your most important pages.

ADD NEW LINK

Blackboard Online

888.837.6055
blackboardsupport

Available: 24/7

- * Logging into Blackboard
- * Questions about Blackboard tools/software
- * Trouble with tests/quizzes/assignments
- * Error messages on Blackboard
- * Online Course video problems

SR Info

- Course Information...
- Faculty and Staff Directory
- Banner Resources
- SR Info Home
- Email Groups
- Liaison EMP

Employee Self-Service

OPEN EMPLOYEE DASHBOARD

Quick access to HR and Payroll information.

Advisors

Contact Your Administrator
There was an error retrieving your data

Faculty Self-Service

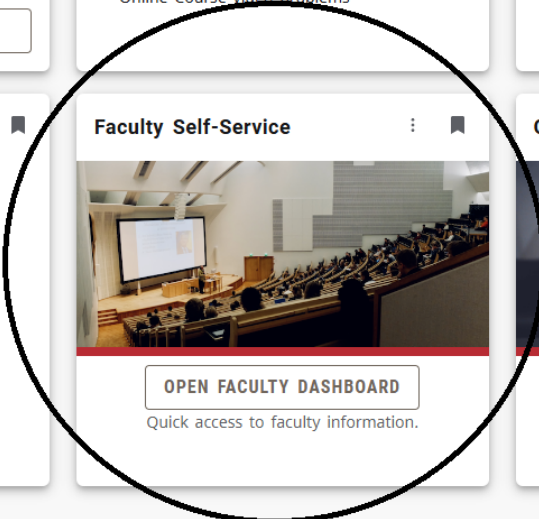
OPEN FACULTY DASHBOARD

Quick access to faculty information.

General Self-Service

OPEN GENERAL DASHBOARD

Quick access to general information.



Faculty Services



Welcome to the Faculty/Advisor Dashboard. Click one of the links below to get started or the four squares icon in the top left hand corner for more options.

[Grade Entry](#)

[Class Roster](#)

[Advising Student Profile](#)

[Texas TSI, Drop Limit and Core Curriculum](#)

[Browse Class Schedule](#)

[Student Lookup](#)

[Detail Schedule](#)



3.) Click "Advising Student Profile"

If you have any questions, please email the Registrar or visit www.sulross.edu/registrar.

4. Profile will load

Student Profile -

Term: Fall 2024 08/16/2024 - 12/15/2024

Good Standing, as of Spring 2024

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Registration Notices: 8

Holds: 3



Student Information

Notes: 0

Bio Information

Email:
Phone:
Gender:
Date of Birth:
Ethnicity:
Race:
Citizen:
Citizenship:
Emergency Contact:
Emergency Phone:

General Information ⓘ

Level:
Class:
Status:
Student Type:
Residency:
Campus:
First Term Attended:
Matriculated Term:
Last Term Attended:
Leave of Absence:

CURRICULUM, HOURS & GPA

Primary Secondary Hours & GPA

Degree:
Study Path:
Level:
Program:
College:
Major:
Department:
Concentration:
Minor:
Concentration:
Admit Type:
Admit Term:
Catalog Term:

REGISTERED COURSES

Not Registered

Total Hours | Registered Hours: 0 | Billing Hours: 0 | CEU Hours: 0 | Min Hours: Not available | Max Hours: Not available

Curriculum and Courses

Prior Education and Testing

Additional Links

Academic Transcript



5. In the upper right-hand corner, click “holds”

The screenshot shows a student's academic record page. At the top right, there are two notification boxes: "Registration Notices: 5" and "Holds: 2". Below this is a section titled "CURRICULUM, HOURS & GPA" with three tabs: "Primary" (selected), "Secondary", and "Hours & GPA". On the left side of the "Primary" tab, there is a list of student information: Degree, Study Path, Level, Program, College, Major, Department, Concentration, Minor, Concentration, Admit Type, Admit Term, and Catalog Term. In the center of the page, there is a large text overlay: "6. Click square next to 'Must Contact Major Advisor'". To the right of this text, there is a "Releasable Holds" section with a blue checkmark icon next to the text "Must Contact Major Advisor". Below this is a "View Only Holds" section with the text "4 Drops Remaining". At the bottom of the page, there is a "REGISTERED COURSES" section. Red arrows point from the text instructions to the "Holds: 2" notification, the blue checkmark icon, and the "Release" button.

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Registration Notices: 5 | Holds: 2

CURRICULUM, HOURS & GPA

Primary Secondary Hours & GPA

< Degree:
Study Path:
Level:
Program:
College:
Major:
Department:
Concentration:
Minor:
Concentration:
Admit Type:
Admit Term:
Catalog Term:

6. Click square next to
"Must Contact Major
Advisor"

Releasable Holds

Must Contact Major Advisor

Release

View Only Holds

4 Drops Remaining

REGISTERED COURSES

7. Click “release” and