# Faculty and Advisor Services

Hellc Faculty Member.

Explore faculty and advisor tools using the links below.

## **Advising Tools**

**Browse Offered Classes** 

Schedule Planner (Advisor)

Student Profile

Student Week at a Glance

## **Faculty Tools**

**Registration Overrides** 

**Teaching Assignments** 

Class List (Roster and Waitlist)

Class List with Prerequisites

Faculty Detail Schedule

Faculty Week at a Glance

Faculty Grade Entry







### **UAA Links**

DegreeWorks

Navigate360

Transfer Equivalency

### **UAF Links**

DegreeWorks

Nanook Navigator

Transfer Equivalency

**Drop Roster** 

### **UAS Links**

DegreeWorks

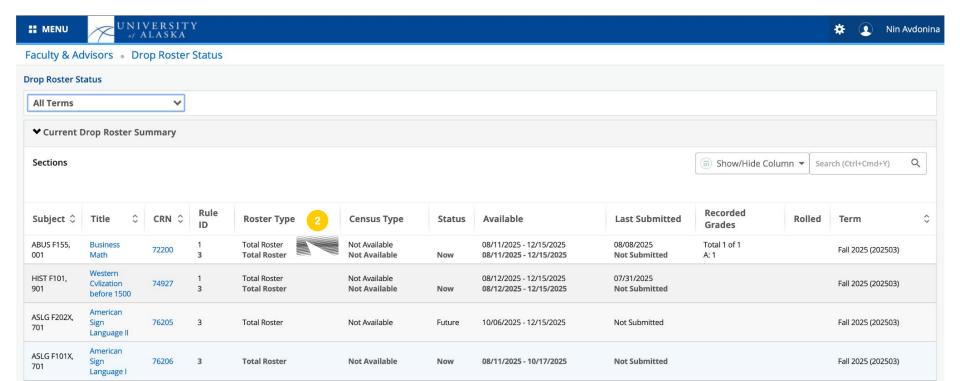
EAB

Transfer Equivalency

# Navigate to the Faculty and Advisor Services landing page

- If you're already inside of UAOnline, click the Menu button in the top left, then select UAOnline, then Faculty and **Advisors**
- If you're not in UAOnline, navigate to the UAOnline login page and login under the "Employee Profile." Then, use the steps outlined above

From the Faculty landing page, click on "Drop Roster"

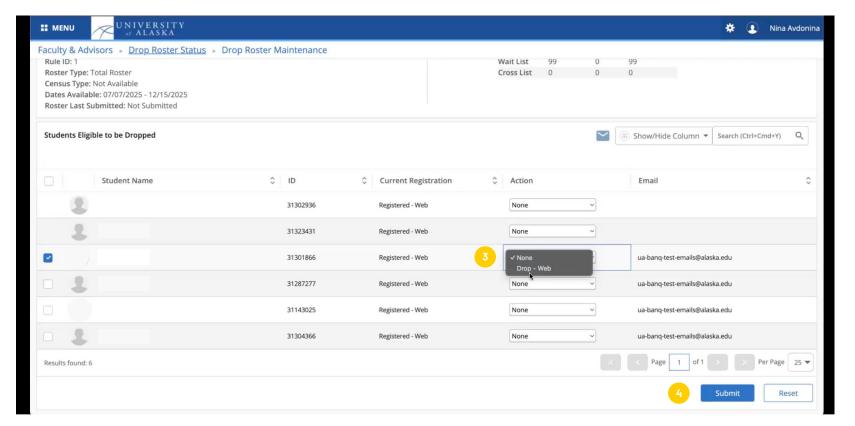


If you have access to Drop Roster, the page above will appear. If not, you will see a message about not having access to the functionality.

Each row on the "Drop Roster Status" page represents a course you are teaching, select a row to start the process

Results found: 4

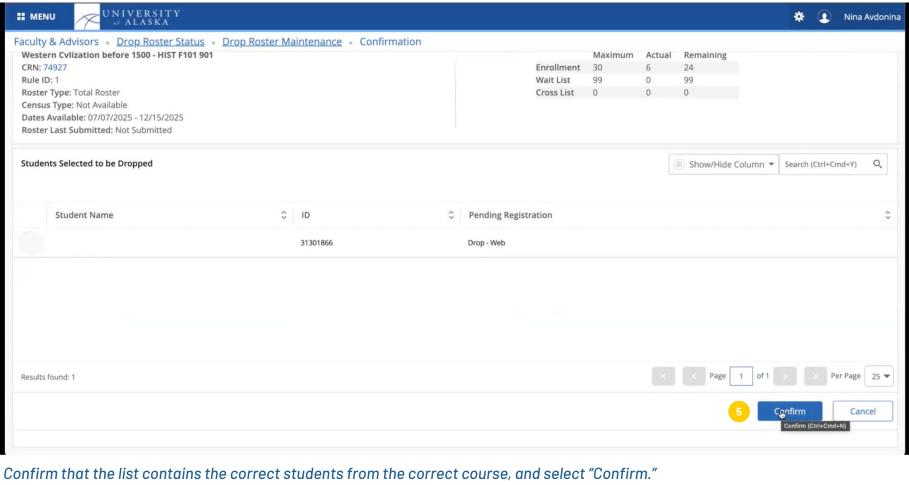
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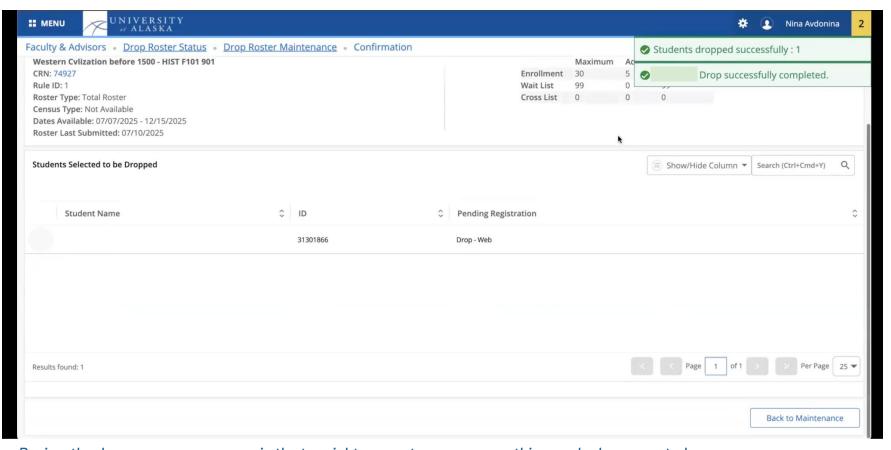


Locate the Student in your Class Roster that you would like to drop or withdraw.

Under the "Action" dropdown, select the appropriate option. This will either be a Drop code or a Withdraw code.

Click "Submit" to review the roster changes you are taking.





Review the drop process messages in the top right corner to ensure everything worked as expected. Contact the UAF Office of the Registrar with any questions!