Student Planning | Course enrolment *redefined*

WebAdvisor & Student Planning Guide

My Progress: Graduate Students

Undergraduate, diploma and graduate students can select their courses online using any computer with internet access. Please read this guide and watch the videos to help you get started.

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Overview

Welcome to the Student Planning informational booklet for the University of Guelph, Ridgetown Campus and University of Guelph-Humber. Student Planning is a self-serve system available to all U of G, Ridgetown and Guelph-Humber students who are actively enrolled in a program. It combines optional degree planning with intuitive course search tools and registration in a new, easy to navigate online environment. To assist both new and returning students, a series of training videos and corresponding information sheets have been developed to help guide you through the most common features of Student Planning.

My Progress – Graduate Students

My Progress provides a detailed view of your program's most common or recommended course work completion requirements. My Progress also clearly displays up-to-date information of your personal academic progress within your program.

2.1 Using your web browser, go to *WebAdvisor* at https://www.uoguelph.ca/webadvisor and click the "***Access WebAdvisor***" button.
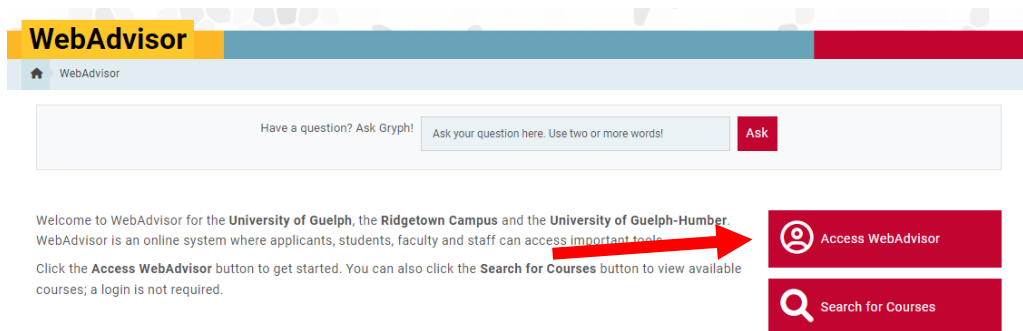
2.2 Log in with your Central Login ID and Password. If you are already logged in to Gryph Mail or CourseLink, you will not need to re-enter your login credentials.

2.3 Select "***Student Planning***".
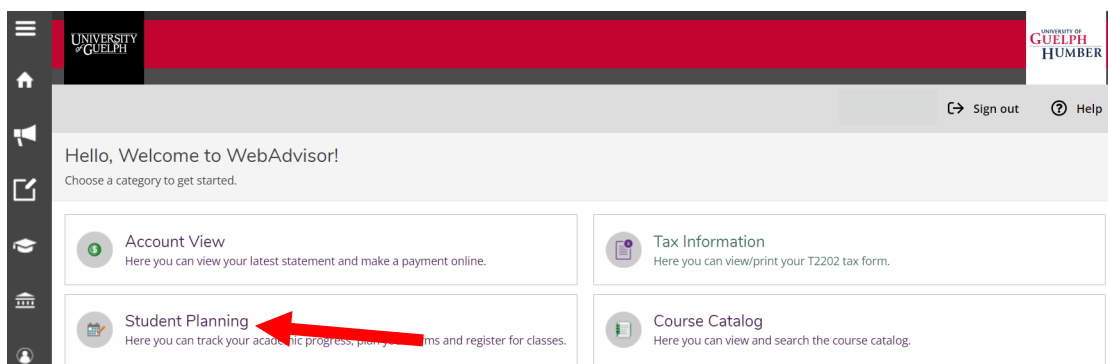
2.4 This brings us to the *Planning Overview* page. This page offers you a summarized view of your courses once you begin course planning or course registration within the current term. Also displayed is your enrolled program title. From the Planning Overview page select the *Go to My Progress* option.

2.5 You've now reached the *My Progress* page:

2.6 When browsing **My Progress,** you see the general details of your enrolled program in the **"At a Glance"** section at the top of the page. These details include your *overall cumulative GPA, total credits earned and degree and program title.*
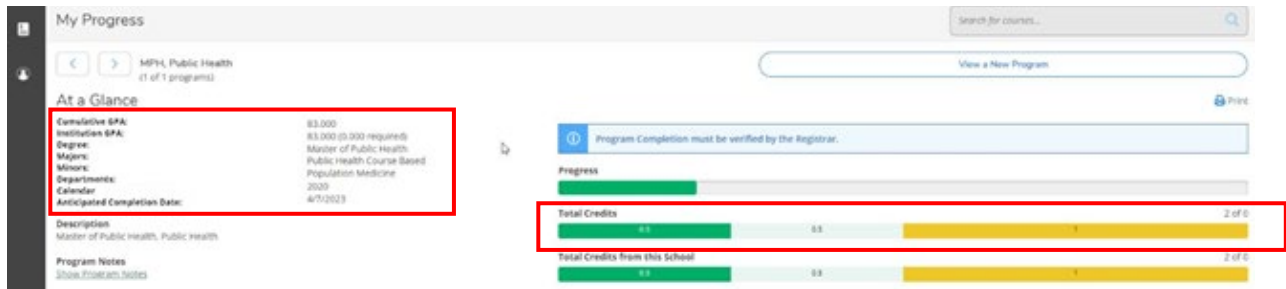

2.7 Within the **"Requirements"** section of My Progress, you can see your program's most common detailed degree and major requirements as it applies to your *planned, in-progress and completed course work.*

➢ It is important to understand that My Progress displays the usual courses and provides a similar overview as in the Graduate academic calendar. Alternate courses are commonly approved for degree requirements at the graduate level and consultation with an advisor/Graduate program coordinator is required.

➢ Status indicators and standard colour coding are applied to each requirement and its related course work details to make it easy to see what course work is still outstanding. You will find this standard colour coding throughout the Student Planning system. The status of the requirement displays at the top of each section.

For example, a *fully completed requirement* is displayed in **green**. A *partially completed or not started requirement* is displayed in **red**.
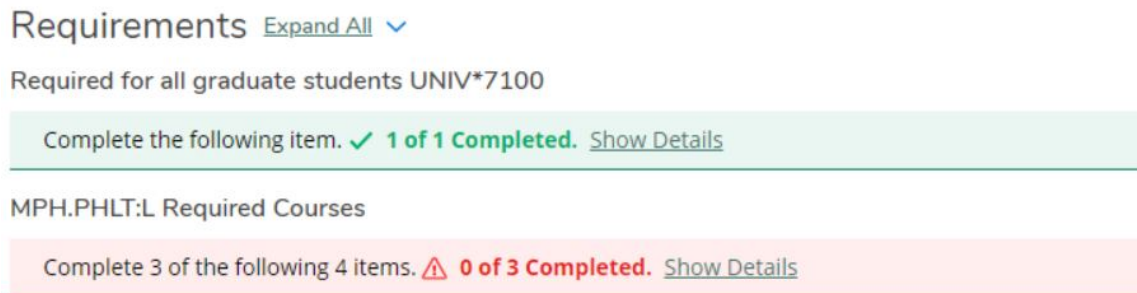
2.8 Within each requirement are the course work details. At any time, you can click the **Show Details** option to expand the requirement and view the details.
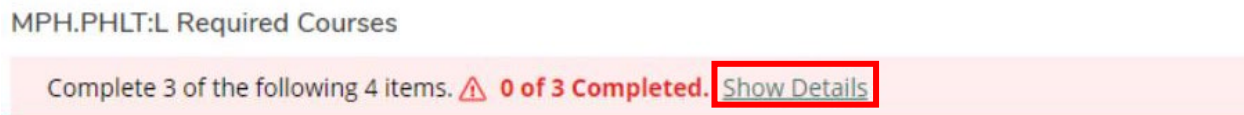
2.9 Course work details within a requirement also use colour coding to make the details easier to interpret.

- The status of an *in-progress or completed course* displays in **green**.
- The status of a course that you have *planned* to take but have not yet registered in is displayed in **brown**.
- The status of a course that you have *not yet planned or registered* for is displayed in **red**.

2.10 My Progress also acts as a **course search tool**.

- Each requirement offers a search feature and, when clicked, uses the Student Planning Course search to list all the courses that meet the requirement.

- Additionally, you can click directly on the course name to search for the course.

➢ At any time, you can click the **"Back to My Progress"** link to return to the My Progress page.
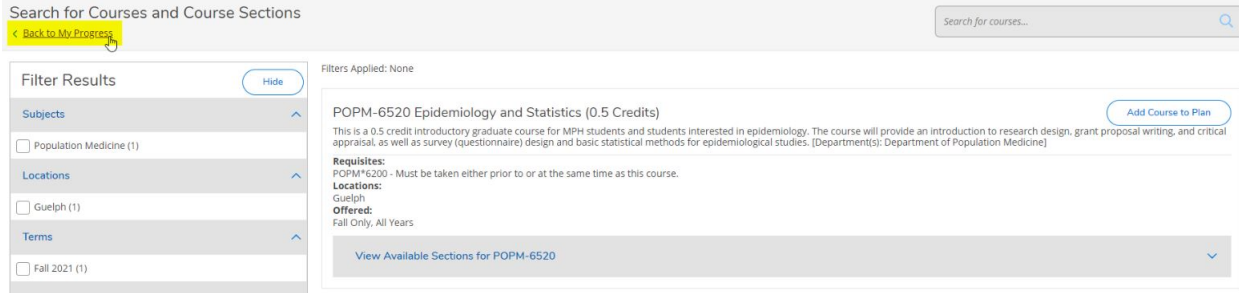
2.11 My Progress lets you see what your academic progress would look like if you were to change your program to a different program. Click the **"View a New Program"** button at the top of the page.
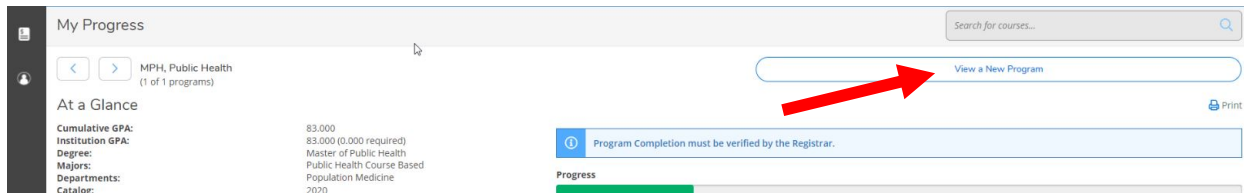
2.12 From the displayed list, select the program to which you want to apply your planned and completed course work and click **"View Program"** at the bottom.
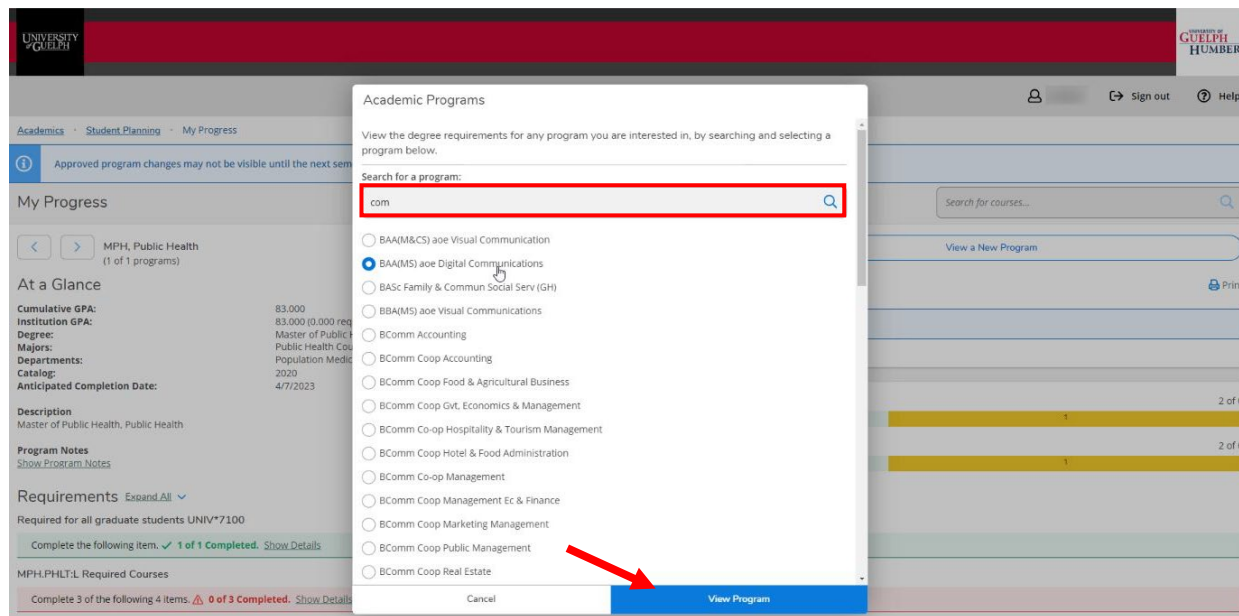
Please note that changing programs requires an *Application for Admission* to the new program or Transfer Application in certain instances. Please refer to the Graduate Calendar.

2.13   Your personal My Progress details can be printed using the **_"Print"_** button located near the top
of the My Progress page.

Questions?

Watch our Student Planning videos and read the FAQs on your campus's Student Planning website for
more information about degree planning and course enrolment at the University of
Guelph, Ridgetown campus and University of Guelph-Humber.

- [Student Planning website for Guelph and Ridgetown students](#)
- [Student Planning website for Guelph-Humber students](#)