ILLINOIS VALLEY COMMUNITY COLLEGE
WebAdvisor Help—Student Technology

WHAT IS WEBADVISOR?

WebAdvisor is a web interface which IVCC uses so you can access your academic information. With WebAdvisor you can: register for classes, print class schedules, update/verify your personal information, set up tuition payment plans, drop/withdraw classes, view final grades, and request transcripts.

SETTING UP YOUR WEBADVISOR ACCOUNT

1. Go to **www.ivcc.edu/webadvisor**.
2. Select **SET UP YOUR ACCOUNT** on the left side of the webpage.
3. Click **OK** to start the setup process.
4. Enter your last name and either your social security number or your 7-digit student ID number. Click **SUBMIT.**
5. Your Login ID/K-Number will be displayed. Your K-Number is the first piece of information you will need to log into WebAdvisor. The second piece of information is a temporary password. To retrieve your temporary password, select an email address to where you want your temporary password sent and make sure the email address is correctly spelled in this field. Click **SUBMIT**. <u>Note</u>: It's best to send this password to your IVCC student email account; the submission may be blocked to a personal email account. If you need help logging into your IVCC student email account, please visit **www.ivcc.edu/email**.
6. Check your email for your temporary password from WebAdvisor. If an email is not received, you should check your spam/junk folder. We recommend you select and copy the temporary password by double clicking on the temporary password from your email. If you swipe to select and copy, do not pick up extra spaces around the password. If you manually enter the password, then enter it exactly as it appears in your email.
7. Go back to WebAdvisor, select **LOG IN.**
8. Your User ID is your K-Number entered in all capital letters. Paste in your temporary password into the password field. Click **SUBMIT**. This temporary password is good for three login attempts.
9. You should now have five fields to fill in. Enter your K-Number using all capital letters for the UserID, paste in the temporary password for the old password, now create and confirm a new password using the guidelines on the top of the screen (6-9 characters in length using both letters and numbers). Finally, enter a hint which will remind you of your password for future reference (your hint cannot contain your password nor a special character). Click **SUBMIT**.
10. You should be logged into your account. Click on the blue Students bar to access your account options. If all you see is Update/Verify My Profile—see the next section. Otherwise, you will find all your options here—Grade Point Average by Term, Register for Sections, Transcript Request, Payment Plan Setup, etc.

UPDATE/VERIFY YOUR PROFILE IN WEBADVISOR

While logged into WebAdvisor:
1. Select Students.
2. Select Update/Verify My Profile.
3. Update your address, phone number and type, personal email address and emergency contact.
4. Check the verification box at the bottom of the page.
5. Click **SUBMIT** and logout. When you log back in and select Students, you will find all your options.

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IVCC uses the Ellucian GO app!
This app allows you to access your IVCC accounts, view your daily schedule, register for courses, check grades, look up phone numbers, and more! To sign into the app, use your WebAdvisor login.

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ILLINOIS VALLEY COMMUNITY COLLEGE
Learning Resources

Assessment Center
E-215, 815-224-0542
assessmentcenter@ivcc.edu
www.ivcc.edu/assessment
Appointments: registerblast.com/ivcc

Disability Services
C-211, 815-224-0284
tina_hardy@ivcc.edu
www.ivcc.edu/disability
www.facebook.com/GetandGivesupport

Jacobs Library
A-201, 815-224-0306
jacobs_library@ivcc.edu
www.ivcc.edu/library
Insta @ivccjacobslibrary

Online Learning
E-208, 815-224-0462
patrice_hess@ivcc.edu
www.ivcc.edu/online

Peer Tutoring
D-201, Learning Commons
815-224-0479
angie_dunlap@ivcc.edu
www.ivcc.edu/tutoring
www.facebook.com/IVCCPeerTutoring

Student Help Desk
D-201, Learning Commons
815-224-0318
shd@ivcc.edu
www.ivcc.edu/myIVCC

Writing Center
D-201, Learning Commons
815-224-0637
www.ivcc.edu/writingcenter

Need help navigating the ups and downs of college life?
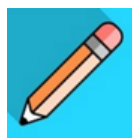
Let YOU Help You
you.ivcc.edu

Create a confidential profile to discover hundreds of personalized tips and resources to tackle your academics, career path, stress, and social life.

Explore. Connect. Repeat. | **you.ivcc.edu**

Look for the **Ellucian GO** (WebAdvisor) and **Blackboard** apps in your app store.

Learning Resources Fast Facts
From a fall 2018 IVCC report
692 individual IVCC students visited the Library, the Peer Tutoring Center, or the Writing Center

3042 visits were made over the fall semester to the three academic support centers

Students who get academic support from academic support centers:
- earn As, Bs, and Cs at a 10% greater rate than students who do not get support.
- return for the spring semester after the fall semester at a greater rate than students who do not get support.

HOW CAN ACADEMIC SUPPORT HELP YOU?
FIND OUT. USE YOUR LEARNING RESOURCES.