Grade Access
INFORMATION
2014-2015

WebAdvisor
webadvisor.coastal.edu

Coastal Carolina University students access final grades via the Internet.

Grade Access Instructions

1. Visit webadvisor.coastal.edu
   This will display the WebAdvisor Main Menu. You will need to select your point of entry on the right of the Main Menu screen. Select 'Students'. You will note that the only options displayed at this point are the ‘What’s My Username and password?’ and the ‘Search for Sections’ options. These are the only two processes you can perform without logging into the system. To take advantage of all other options, you MUST log in.

2. Click on the LOG IN tab on the page header.
   Your Username is your Coastal Carolina University email login name. Your password is your CCU email PIN (Personal Identification Number). If you do not know these, access the PIN lookup page on the main menu by clicking on the ‘What’s My Username and password?’ option. The ‘PIN Lookup’ page will guide you through the process. This link will also provide you with your Coastal Carolina University ID number.

3. Select ‘Total course/Grades Listing’ or ‘Grades/GPA by Term’ from the Academic Profile menu.
   a. Total Course / Grades Listing
      From the pull-down menu, select the Transcript Type (i.e., Undergraduate Transcript Group, Graduate Transcript Group). Click on the Submit button. This screen will display a total listing of all courses taken at CCU and your Total Earned Credits, Total Grade Points, Total Graded Hours and Cumulative GPA.
   b. Grades / GPA By Term
      You will be given the option to view grades by term. Place a check in the appropriate box for the term you wish to view. Select the Academic Level (i.e., Undergraduate Transcript Group, Graduate Transcript Group). Click on the Submit button. This screen will display the Term, Total Earned Credits, Total Grade Points, Term GPA, Course/Section(s) and Title(s), Grade(s) and Credits for the term.

4. Neither your name nor identifying information will appear on the screen.
5. You may print a copy of your grades at this time if you choose.

NOTE: A grade of “NG” (no grade) means that a grade has not been submitted by the instructor at this time.

Students will have access to grades 24 hours a day beginning with the following dates for the following terms:

- 2014 Fall I . . . . . . . . . . October 11, 2014
- 2014 Fall . . . . . . . . . . December 20, 2014
- 2015 Spring I . . . . . . . March 7, 2015
- 2015 Spring . . . . . . . . May 16, 2015
- 2015 May 3-week . . . . June 6, 2015
- 2015 Summer 8-week . August 8, 2015

*The Office of the Registrar will not be available to assist students while the University is closed for the winter holidays.

Office of the Registrar
P.O. Box 261954
Conway, SC 29528-6054
843-349-2019 • 843-349-2909 fax
coastal.edu/registrar

• Grades cannot be released by any faculty member, the Office of the Registrar or any administrative office on campus per a student’s telephone request.
• Grades will not be available to students who have past due balances with the University.
• International students without Internet access need to see the Office of the Registrar for special assistance before the last day of class of each term.
• If students forget their Username/PIN, they will need to access the PIN lookup page by clicking on the ‘What’s My Username and password?’ option in WebAdvisor for Students. The ‘PIN Lookup’ page will guide you through the process. This link will also provide you with your Coastal Carolina University ID number.
• Students who need a printed copy of their grades may print a copy from the Internet or present a picture identification card to the Office of the Registrar and receive a printed copy.
• Students who have questions or concerns about accessing grades may call the Office of the Registrar at 843-349-6610 or 843-349-2428, or visit the office in Baxley 222.

NOTE: Any student with a certified disability that prevents accessing or viewing grades via the Web may petition the University Registrar to have final grades provided in an alternate manner.