Advisor Tools-Academic History

This area shows the student’s education records and examination scores.

- Click the student’s name in the advisee list.
- The Advisee Details window will display.
- Under Tools and Information, in the Academic Records section, click Academic History (see illustration below).

The Academic History page will display.
- The Education Record and Examination Scores for the student will appear.
- Click the Advisee Roster link at the top of the window to return to the list of advisees.
- Click the Advisee Details link to return to the list of tools and information.
  - It is not a good idea to use the Back button in the Browser window.
  - Clicking the Back button may return you to the My Siena Home page.
  - You should always use the links at the top of the window as shown in the illustration.