

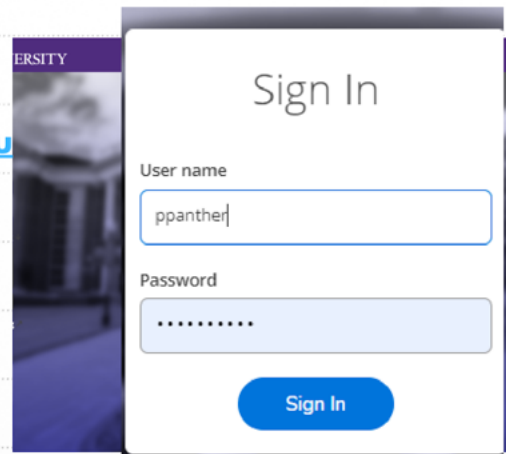
STUDENT PLANNING: STEPS TO GETTING STARTED



How do I access STUDENT PLANNING?

<https://myaccount.highpoint.edu>

ENTER YOUR USER NAME
ENTER YOUR PASSWORD

A screenshot of a 'Sign In' form overlay. The form has a white background with a blue border. It contains fields for 'User name' and 'Password', and a blue 'Sign In' button. The 'User name' field contains the text 'ppanther'. The 'Password' field is masked with dots. The background of the form shows a blurred image of a university building.

Sign In

User name

ppanther

Password

Sign In

*hint: your user name is usually a combination of the first letter of your first name + your last name (up to the first 7 letters).
example: 'Prowler Panther'
ppanther

Welcome to Ellucian Self-Service, a platform utilized by High Point University to help you keep all things academic and financial in one accessible place.

To access Colleague Self-Service, enter myaccount.highpoint.edu into your web browser.

Next, enter your user name and password and click Sign In.

STUDENT PLANNING: STEPS TO GETTING STARTED

As a student at High Point University, the following modules are available to you.

- Student Accounts
- Student Financial Planning
- STUDENT PLANNING**
- Course Catalog
- Grades

NOTE: THESE TWO GO HAND-IN-HAND

Think of this portal as your online toolbox.

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THIS IS THE SELF-SERVICE DASHBOARD.

YOU MAY HEAR FACULTY, STAFF AND OTHER STUDENTS REFER TO SELF-SERVICE AS "STUDENT PLANNING". HOWEVER, WHILE STUDENT PLANNING IS CONSIDERED THE "OG", THE SELF-SERVICE PLATFORM OFFERS ADDITIONAL MODULES.

AS A STUDENT, THE FOLLOWING MODULES ARE AVAILABLE TO YOU.

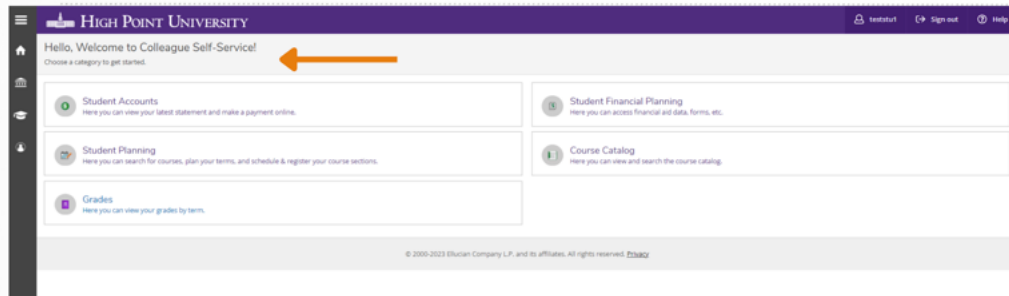
- STUDENT ACCOUNTS
- STUDENT FINANCIAL PLANNING
- COURSE CATALOG
- GRADES
- AND OUR CURRENT FOCUS: STUDENT PLANNING

AS ADDITIONAL MODULES BECOME AVAILABLE, THE UNIVERSITY WILL CONTINUE TO ADD TO THIS FUNCTIONALITY.

STUDENT PLANNING: STEPS TO GETTING STARTED

Student Planning is YOUR online SELF-SERVICE tool where YOU can

- SEARCH for classes
- PLAN your semester
- SCHEDULE/REGISTER for classes



WHAT IS STUDENT PLANNING?

WITH STUDENT PLANNING, YOU HAVE THE ABILITY TO CREATE AN ACADEMIC ROADMAP ALLOWING YOU AND YOUR ADVISOR TO VIEW YOUR ACADEMIC PATH, EXPLORE COURSE OPTIONS, AND ENSURE YOU ARE ON THE RIGHT TRACK TO MEET THE REQUIREMENTS FOR YOUR DEGREE TO BE CONFERRED WHEN THE TIME IS RIGHT.

THINK OF STUDENT PLANNING AS A COMMON WORKSPACE WHERE YOU CAN

- SEARCH FOR CLASSES
- PLAN YOUR SEMESTER
- SCHEDULE/REGISTER FOR CLASSES

AND

SEE EXACTLY HOW THOSE CLASSES FIT INTO YOUR OVERALL PROGRESS TOWARDS DEGREE.

STUDENT PLANNING: STEPS TO GETTING STARTED

VIEW YOUR PROGRESS

**PLAN YOUR DEGREE
&
REGISTER FOR CLASSES**

Steps to Getting Started
There are many options to help you plan your courses and earn your degree. Here are 2 steps to get you started:

1 View Your Progress
Start by going to My Progress to see your academic progress in your degree and search for courses.
[Go to My Progress](#)

2 Plan your Degree & Register for Classes
Next, take a look at your plan to see what you've accomplished and register your remaining classes toward your degree.
[Go to Plan & Schedule](#)

Programs	Cumulative GPA	Progress
B.S. Electrical Engineering	3.500 (2.000 required)	<div><div></div></div>
B.S. Psychology	3.500 (2.000 required)	<div><div></div></div>

2023 Summer Online Schedule

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
Sam							

AS YOU BECOME MORE FAMILIAR WITH STUDENT PLANNING, YOU WILL NOTICE THERE ARE MULTIPLE WAYS TO GO ABOUT PLANNING YOUR COURSES; HOWEVER, THE 2 MOST COMMON WAYS ARE HIGHLIGHTED UNDER STEPS TO GETTING STARTED

VIEW YOUR PROGRESS

PLAN YOUR DEGREE & REGISTER FOR CLASSES

STUDENT PLANNING: STEPS TO GETTING STARTED

The screenshot shows a web application interface for student planning. On the left is a vertical sidebar with icons for home, user profile, and a calendar. The main content area has a breadcrumb trail: [Academics](#) > [Student Planning](#) > [Planning Overview](#). Below this is a section titled "Steps to Getting Started" with the text: "There are many options to help you plan your courses and earn your degree. Here are 2 steps to get you started:". Step 1, "View Your Progress", is highlighted with a blue arrow pointing to it from the left. It includes a sub-header "View Your Progress", a description "Start by going to My Progress to see your academic progress in your degree and search for courses.", and a button "Go to My Progress". Step 2, "Plan your courses", is partially visible. Below the steps is a table with two columns: "Programs" and "Cumulative GPA". The table lists two programs: "B.S. Electrical Engineering" and "B.S. Psychology", both with a cumulative GPA of "3.500 (2,000 required)". Below the table is a section titled "2023 Summer Online Schedule" with a table showing days of the week: Sun, Mon, Tue, Wed. Two purple callout boxes with orange borders and pencil icons are overlaid on the bottom right of the screenshot. The first callout points to the "View Your Progress" step and contains the text "TRACK YOUR ACADEMIC PROGRESS". The second callout points to the "Go to My Progress" button and contains the text "SEARCH FOR COURSES WITHIN MY PROGRESS".

Academics > Student Planning > Planning Overview

Steps to Getting Started

There are many options to help you plan your courses and earn your degree. Here are 2 steps to get you started:

- 1 View Your Progress**
Start by going to My Progress to see your academic progress in your degree and search for courses.
[Go to My Progress](#)
- 2 Plan your courses**
Next, take toward yo
[Go to Plan](#)

Programs	Cumulative GPA
B.S. Electrical Engineering	3.500 (2,000 required)
B.S. Psychology	3.500 (2,000 required)

2023 Summer Online Schedule

Sun	Mon	Tue	Wed
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TRACK YOUR ACADEMIC PROGRESS

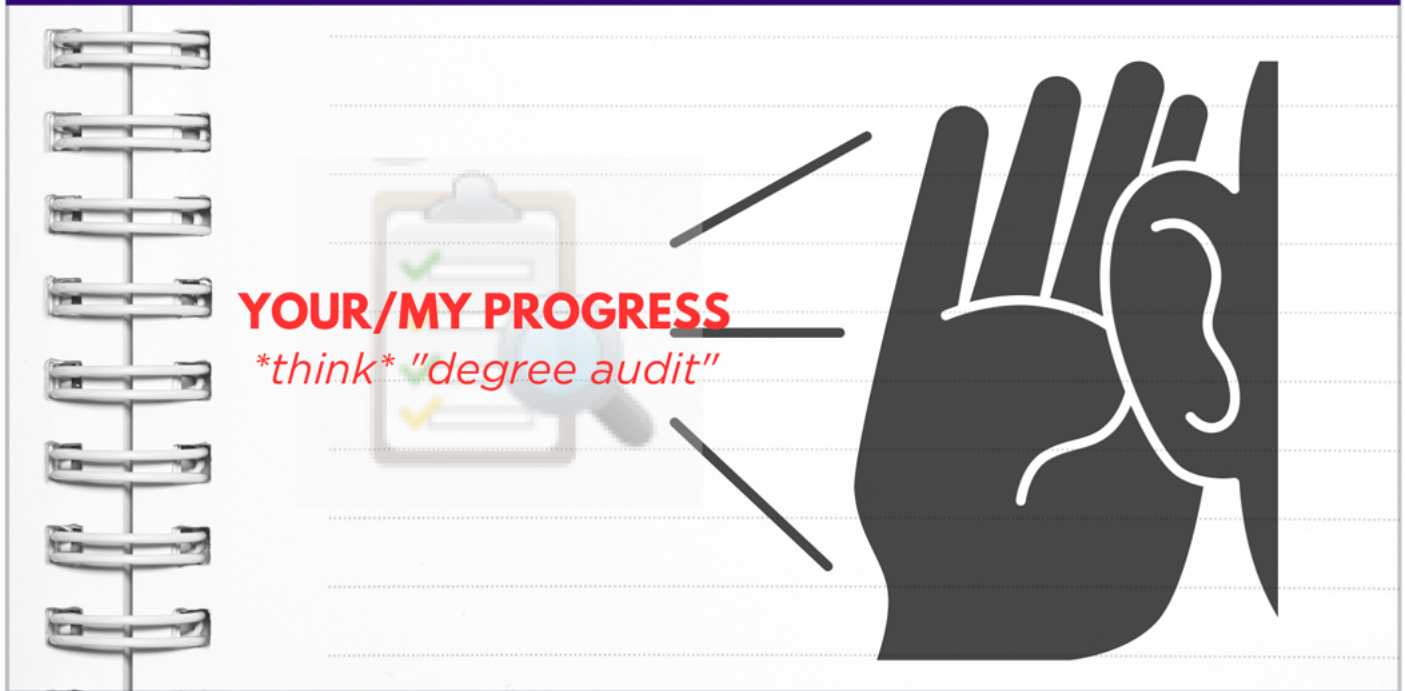
SEARCH FOR COURSES WITHIN MY PROGRESS

LET'S TAKE A BRIEF LOOK AT THE VIEW YOUR PROGRESS PART OF THE MODULE.

THIS IS AN IMPORTANT FEATURE BECAUSE NOT ONLY DOES THIS AREA PROVIDE YOU WITH A DIFFERENT ACCESS POINT TO SEARCH FOR COURSES, BUT

THIS IS WHERE YOU CAN GO TO TRACK YOUR ACADEMIC PROGRESS TOWARDS YOUR DEGREE.

STUDENT PLANNING: STEPS TO GETTING STARTED



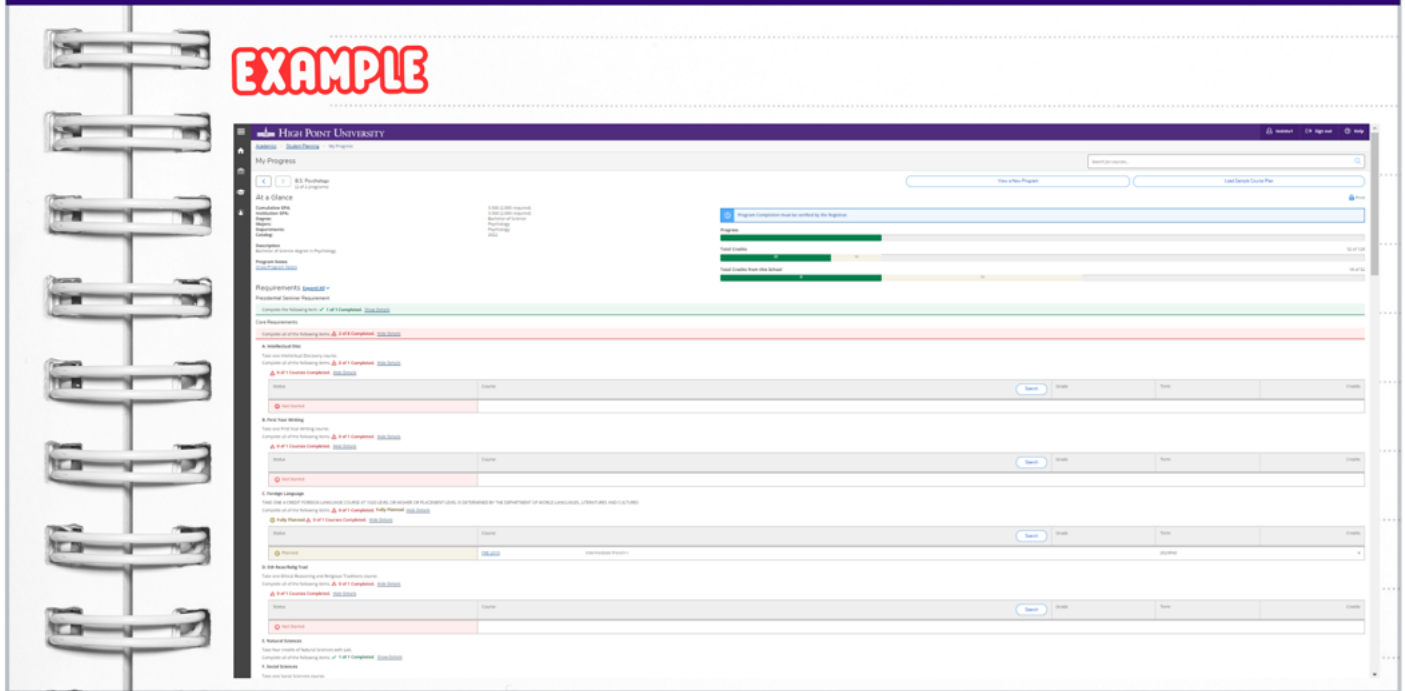
AS AN ASIDE:

IF YOUR ADVISOR TELLS YOU THAT YOU NEED A DEGREE AUDIT, WHAT THEY MEAN IS YOU NEED TO REVIEW (ALONG WITH THEM) YOUR MY PROGRESS PAGE.

THE FORMATTING OF YOUR MY PROGRESS PAGE IS SLIGHTLY DIFFERENT IN THE REPORT VIEW THAT SOME ADVISORS ARE USED TO SEEING.

AND WHILE THE REPORT DOES LOOK DIFFERENT DUE TO THE FORMATTING, THE INFORMATION REPORTED IS THE SAME.

STUDENT PLANNING: STEPS TO GETTING STARTED



HERE IS AN EXMAPLE OF WHAT YOU MAY SEE WHEN YOU CLICK TO VIEW YOUR PROGRESS.

IT CAN BE A LITTLE OVERWHEMING, ESPECIALLY AT THE VERY BEGINNING.

TO LEARN MORE ABOUT THE VARIOUS PARTS OF THE MY PROGRESS TAB, SEE THE TUTORIAL -

STUDENT PLANNING: HOW TO TRACK MY PROGRESS TOWARDS DEGREE

STUDENT PLANNING: STEPS TO GETTING STARTED

PLAN YOUR DEGREE & REGISTER FOR CLASSES

**NOTE: THIS IS WHERE
YOU WILL GO TO
REGISTER FOR YOUR
COURSES**

~YOU KNOW, ADD/DROP

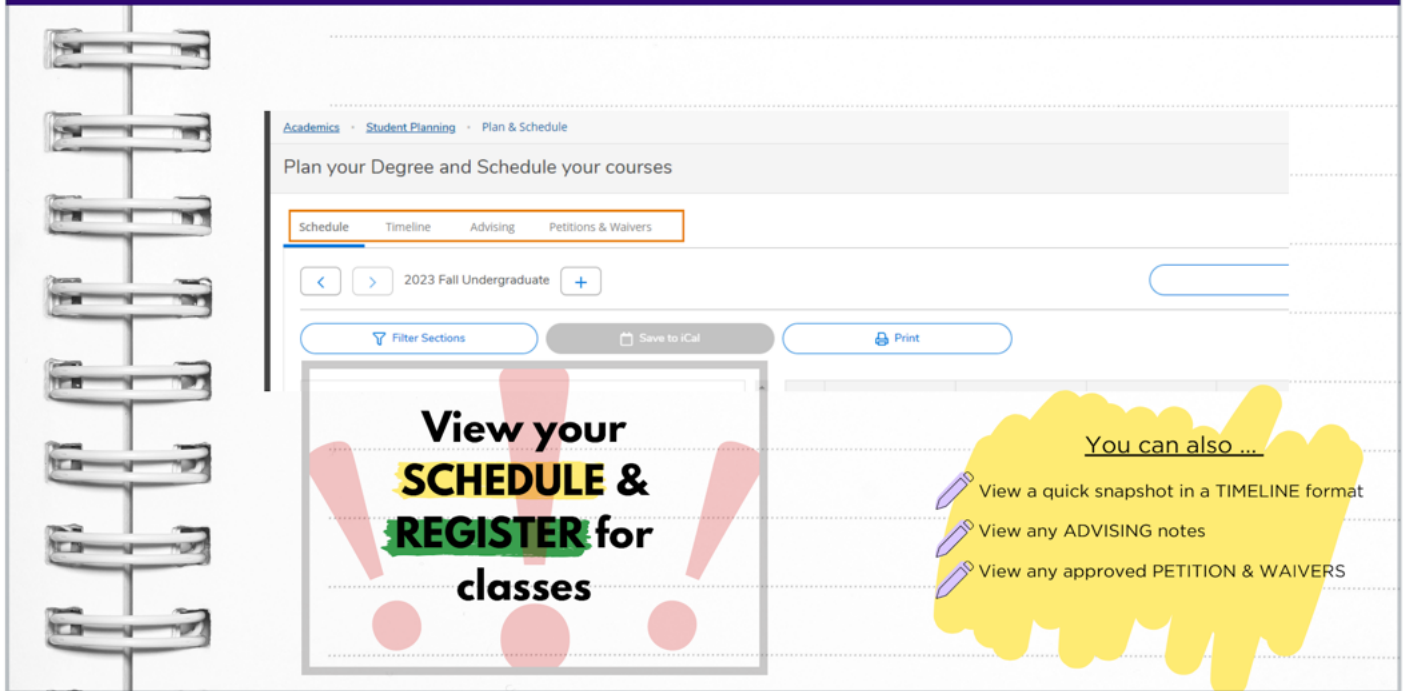
PLAN YOUR COURSES BY ACADEMIC TERM

REGISTER FOR THE COURSES YOU PLANNED

NOT ONLY CAN YOU VIEW AND FOLLOW YOUR PROGRESS TOWARDS YOUR DEGREE, BUT THE STUDENT PLANNING MODULE ALSO OFFERS YOU THE ABILITY TO PLAN THE COURSES YOU MAY WANT TO TAKE IN FUTURE TERMS...

...AND WHEN THE TIME IS RIGHT, THIS WILL BE YOUR GO TO PLACE TO REGISTER FOR YOUR CLASSES.

STUDENT PLANNING: STEPS TO GETTING STARTED



AGAIN THIS PART OF THE MODULE WILL BECOME THE PLACE YOU VISIT WHEN IT IS TIME TO PLAN & REGISTER FOR YOUR CLASSES...

SO IT IS NO SURPRISE THAT THE TWO BIGGEST FEATURES OF THIS SECTION ARE...

- VIEW YOUR SCHEDULE
- REGISTER FOR CLASSES

BUT IN ADDITION TO THAT, YOU CAN ALSO

- VIEW A QUICK SNAPSHOT IN A TIMELINE FORMAT
- VIEW ANY ADVISING NOTES - IF YOUR ADVISOR UTILIZES THIS AREAS
- VIEW ANY PREAPPROVED PETITIONS & WAIVERS YOUR DEPARTMENT CHAIR MAY HAVE REQUESTED.

STUDENT PLANNING: STEPS TO GETTING STARTED

Before adding to your plan, make sure you have chosen the appropriate academic term

HERE IS AN EXAMPLE OF WHAT YOU WILL SEE WHEN YOU SELECT AND VIEW THE SCHEDULE TAB.

SEE THE TOGGLE BUTTON?

NOT ONLY CAN YOU SEE WHAT YOU HAVE TAKEN IN THE PAST, WHEN MADE AVAILABLE, YOU CAN ALSO PLAN FOR FUTURE TERMS.

THIS SCREEN ALSO DISPLAYS YOUR SCHEDULE IN BOTH A VERTICAL COLUMN VIEW AND A CALENDAR OR GRID VIEW.

NOTE: BEFORE ADDING TO YOUR PLAN, MAKE SURE YOU HAVE CHOSEN THE APPROPRIATE ACADEMIC TERM.

TO LEARN MORE ABOUT THE VARIOUS PARTS OF THE PLAN YOUR DEGREE & REGISTER FOR CLASSES, SEE THE FOLLOWING TUTORIALS -

STUDENT PLANNING: HOW TO PLAN A COURSE

STUDENT PLANNING: HOW TO ADD A COURSE

STUDENT PLANNING: HOW TO DROP A COURSE

STUDENT PLANNING: STEPS TO GETTING STARTED



IF AT ANY MOMENT YOU ARE IN DOUBT ABOUT YOUR ACADEMIC PROGRESS TOWARDS DEGREE, YOU SHOULD SIT DOWN WITH YOUR ASSIGNED ACADEMIC ADVISOR OR CHAIR OF YOUR MAJOR'S DEPARTMENT.

IN FACT, A GREAT TIME TO SIT DOWN WITH YOUR ASSIGNED ACADEMIC ADVISOR IS DURING THE ADVISING PERIOD. NOT ONLY WILL YOU BE ABLE TO REVIEW YOUR PROGRESS TOWARDS DEGREE BUT YOUR ADVISOR CAN PROVIDE YOU WITH ANY NECESSARY APPROVALS THAT ARE REQUIRED DURING PRE-REGISTRATION.