

# New River Community College Access to Your Student Information System

Log on to: [www.nr.edu](http://www.nr.edu) and click **my accounts** or directly to <http://www2.nr.edu/myaccounts> and click icon shown below.



Enter your **user name** and **password**.

**VCCS** | NEW RIVER COMMUNITY COLLEGE

**Please Log In**

**My Username**  
(Look up your username)

**My Password**  
(Password Help)

**New to your college?** Look up your username and set your password.  
**Forgot your password?** Reset your password.

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Click **PeopleSoft SIS**.  
Click **Self Service** to view links to the **Student Center**, **Request Official Transcripts**, view **Academic Records**, and more.

The screenshot shows a 'Main Menu >' header and a 'Self Service' section. Below the header, it says 'Navigate to your self service information and activities.' There are several menu items in a grid:

- Student Center** (highlighted with a yellow box and a mouse cursor): Use the student center to manage school related activities.
- Request Official Transcript**: Request copies of your official academic transcript mailed to selected addresses.
- Class Search/Browse Catalog**: Use search criteria to find a class or browse the course catalog.
- Apply for Admission**: Apply for admission using the Online Admissions Application only if you are unable to enroll in classes at the desired institution.
- Enrollment**: View appointments, plan and enroll in classes, view student and exam schedules. Sub-links: Enrollment Dates, My Class Schedule, Enrollment: Add Classes, 5 More...
- Campus Finances**: View your account, make an electronic payment, view and accept your financial aid awards. Sub-links: Account Inquiry, Make a Payment, View Financial Aid, 2 More...
- Campus Personal Information**: Maintain your personal information and review holds and to dos pending to your record. Sub-links: Addresses, Names, Phone Numbers, 7 More...
- Academic Records**: View grades and advisors and request transcripts and verification reports. Sub-links: View My Grades, Request Official Transcript, View Unofficial Transcript, View My Advisors.
- Degree Progress/Graduation**: View your degree progress report and apply for graduation. Sub-link: View Degree Progress Report.
- Transfer Credit**: Evaluate classes for transfer and view your transfer credit report. Sub-link: View Transfer Credit Report.

The highlighted **Student Center** allows students to access all information in one location!

The NEW PeopleSoft 8.9 Version has a **Student Center** where all of your information is easy to access!

### Kimberly's Student Center

The screenshot displays the 'Kimberly's Student Center' interface. It is organized into three main horizontal sections: Academics, Finances, and Personal Information. On the right side, there is a vertical sidebar with several menu items.

- Academics Section:** Includes links for Enrollment (My Class Schedule, Add a Class, Drop a Class), Academic History (Grades, Degree Progress), and a dropdown menu for 'other academic...'. A 'SEARCH FOR CLASSES' button is located in the top right of this section.
- Finances Section:** Includes links for My Account (Account Inquiry), Financial Aid (View Financial Aid), and a 'make a payment' button. A message box states 'You have no outstanding charges.' A dropdown menu for 'other financial...' is also present.
- Personal Information Section:** Includes links for Demographic Data (Names, User Preferences) and Contact Information (Mailing Address, Billing Address, Main Phone, VCCS Student E-mail). A dropdown menu for 'other personal...' is located below the Demographic Data links.
- Right Sidebar:** Contains a 'SEARCH FOR CLASSES' button, and several menu items: Holds (No Holds), To Do List (No To Do's), Enrollment Dates (Open Enrollment Dates), Advisor (Program Advisor: Rebecca Ridpath, details), and Admission Information (Application for Admission).

The first thing you must do is **SET YOUR USER PREFERENCES FOR CURRENT SEMESTER. YOU MUST RESET PREFERENCES EACH SEMESTER.**

To do this: Click **SELF SERVICE > STUDENT CENTER > USER PREFERENCES**