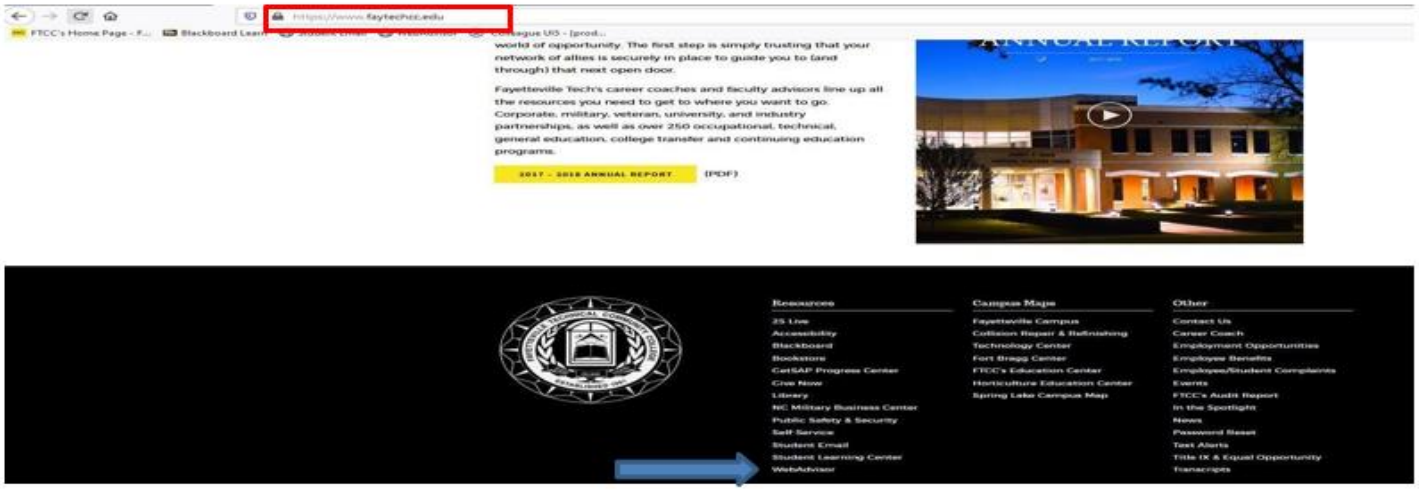
Welcome to Orientation!

This packet will help you complete your FTCC logins!

If you know your student ID number, you can skip slides 3-8.

How to find your Student ID and Username

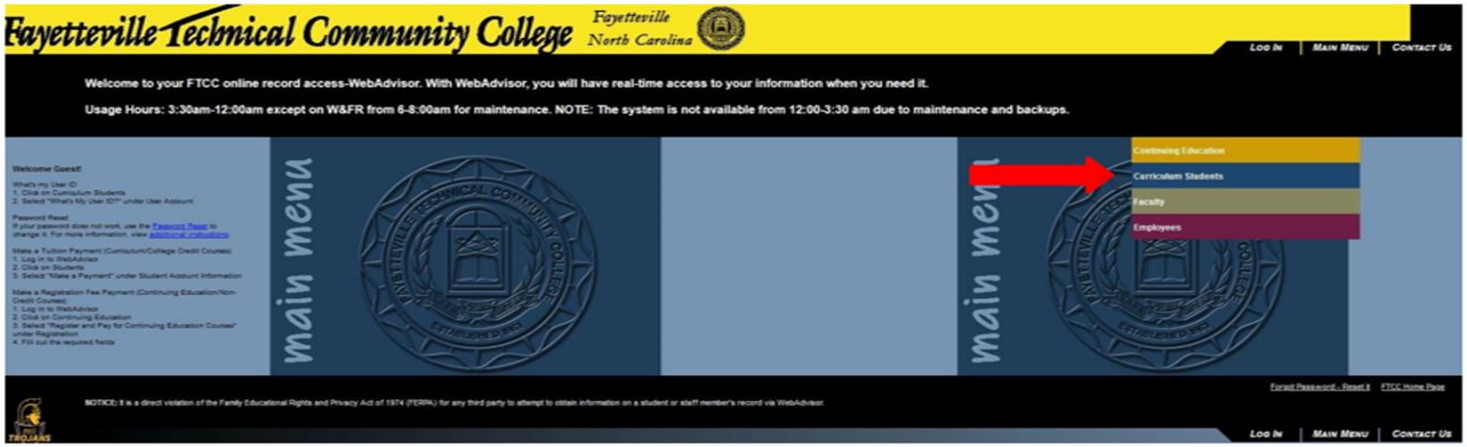


Go to the Webadvisor home page.

The link to Webadvisor can be found at the bottom of the FTCC home page.

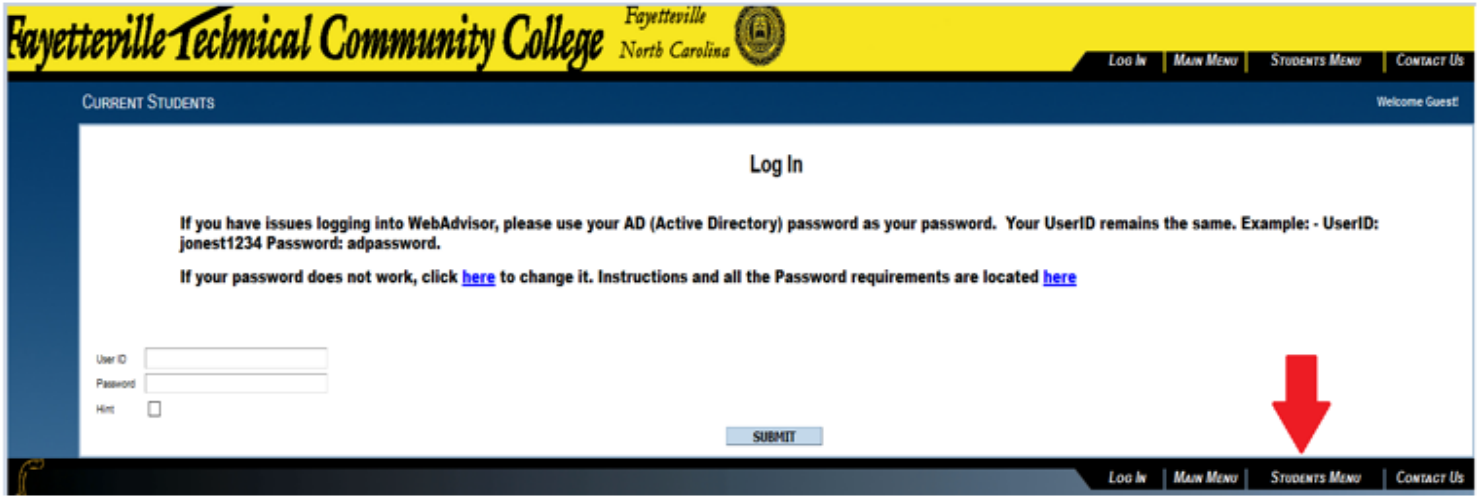
Click on the Curriculum Students tab

- The curriculum students tab should be located on the right hand side. It is the second blue tab.



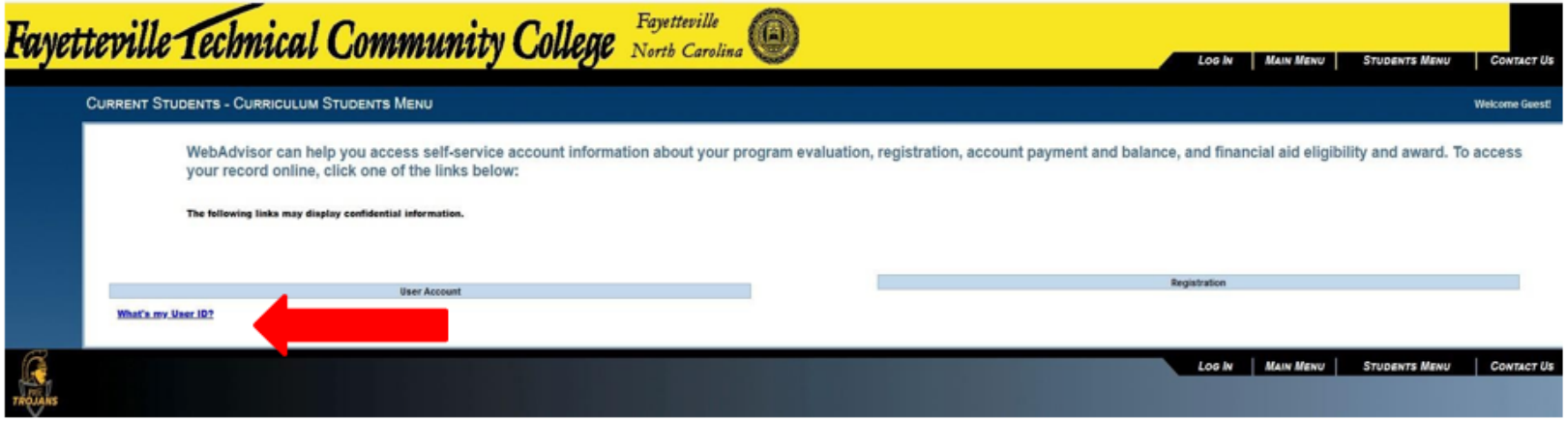
Click on the Students Menu

The Students menu will be located at the bottom right hand corner.



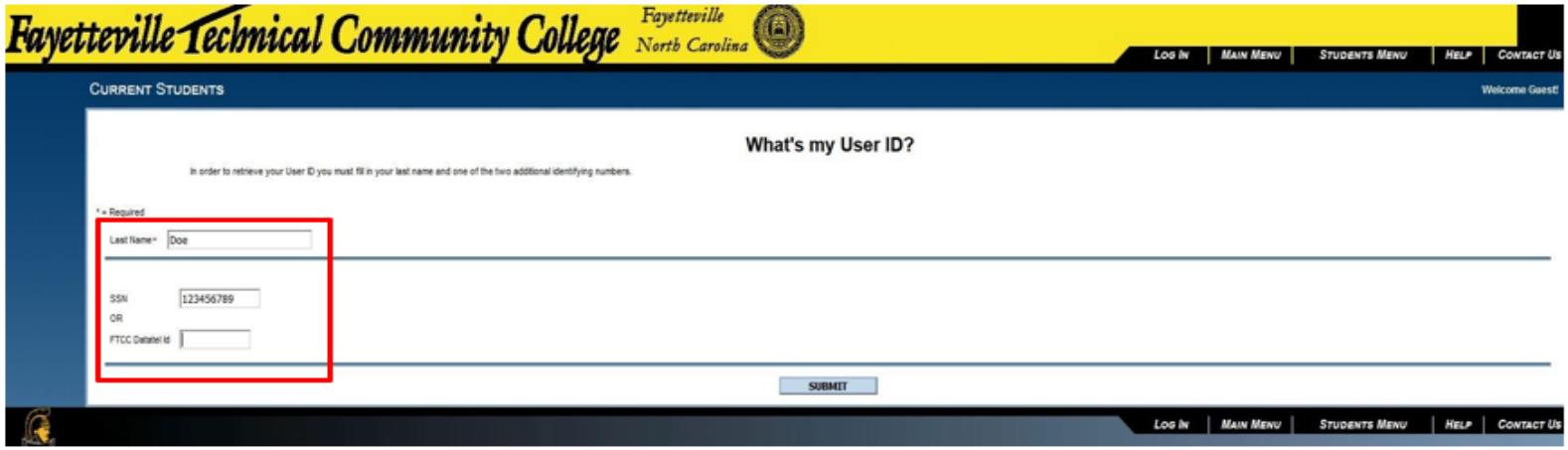
Enter in your information

- Click on the What's my user ID link located on the left hand side.



Enter in your information below

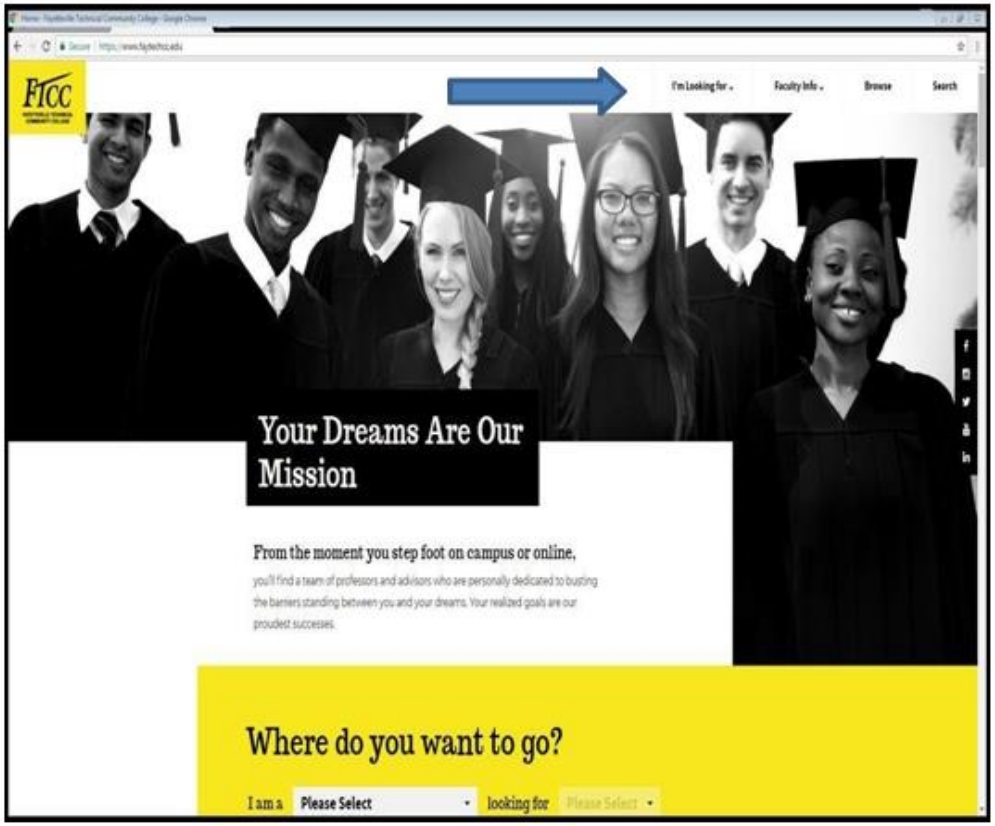
- Enter in your Last name and your full SSN. The FTCC datatel Id box should stay empty for now. After filling out this information proceed to hit the submit button in the middle.



Getting your Student ID

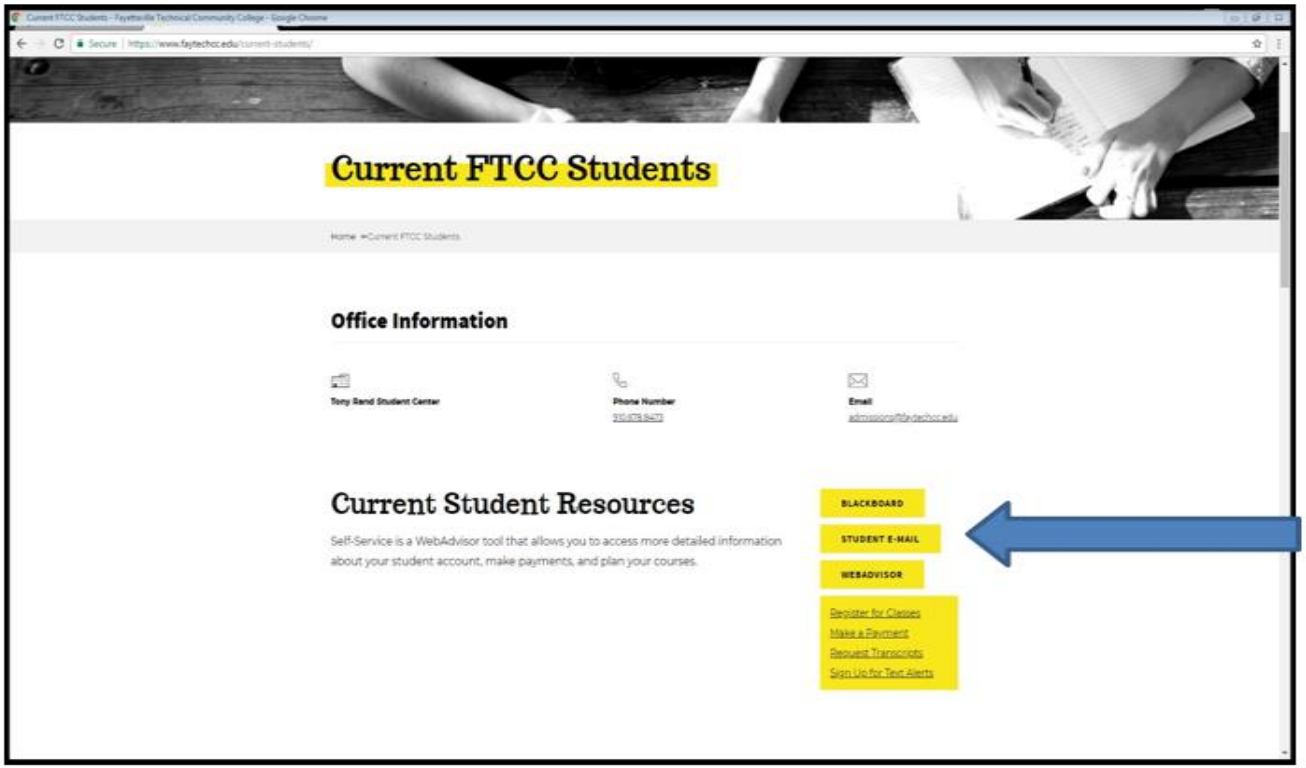
- So now that you have your User ID, your next step would be to get your Student ID number. Hit the back arrow in the upper left corner. Your student ID number should be located in the previously empty FTCC datatel ID box.

Logging in to your Student E-mail



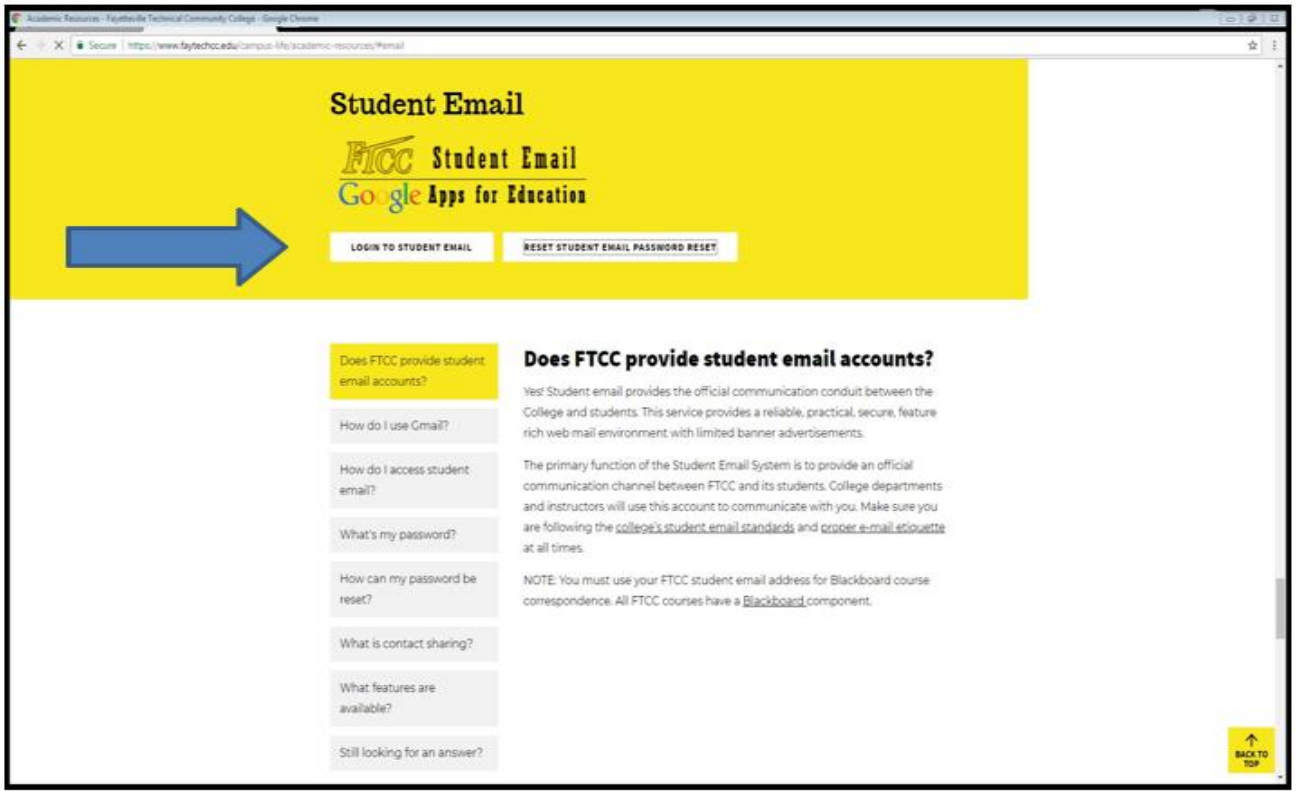
From the Homepage:
www.faytechcc.edu
Click Drop Down Menu
"I'm Looking For"
Then Click "Current Student Resources"

FTCC Student E-mail



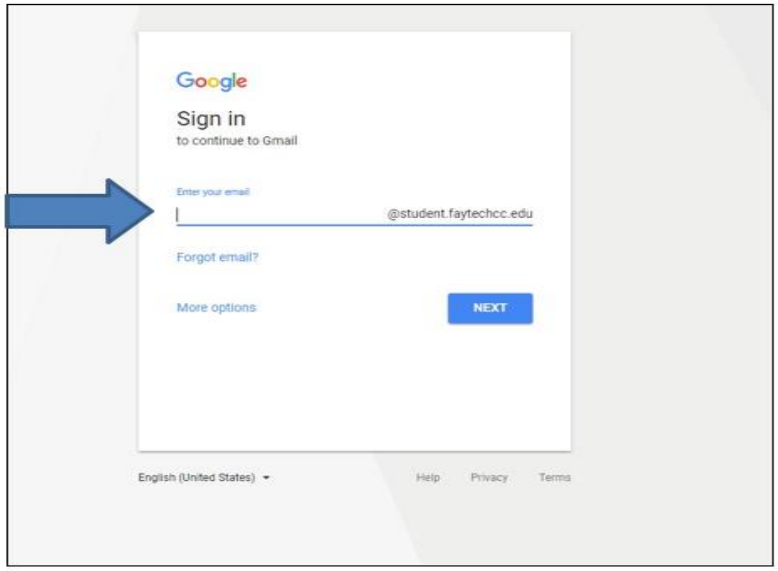
Now Click on "Student E-Mail"

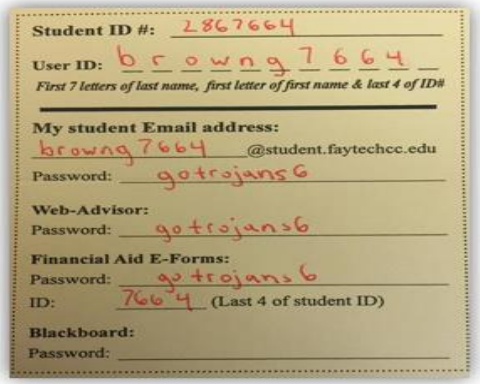
Student E-mail Login Page



Click on Login
To Student Email

FTCC Student E-mail Login Page





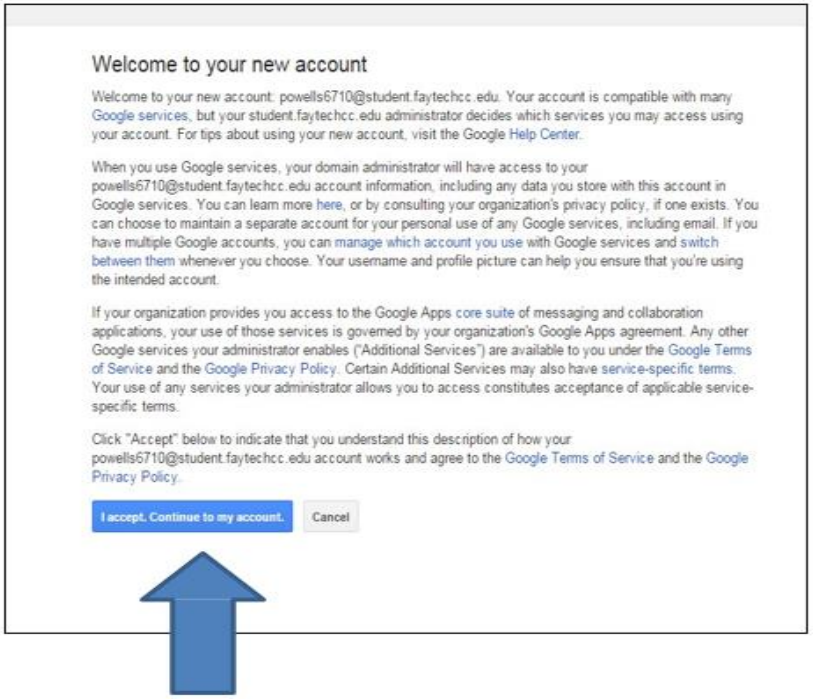
Enter in your Username in the first box in front of @student.fayetchcc.edu

Ex:browng7664

Click Next and Enter your Password which will be your 8-digit Date of Birth.

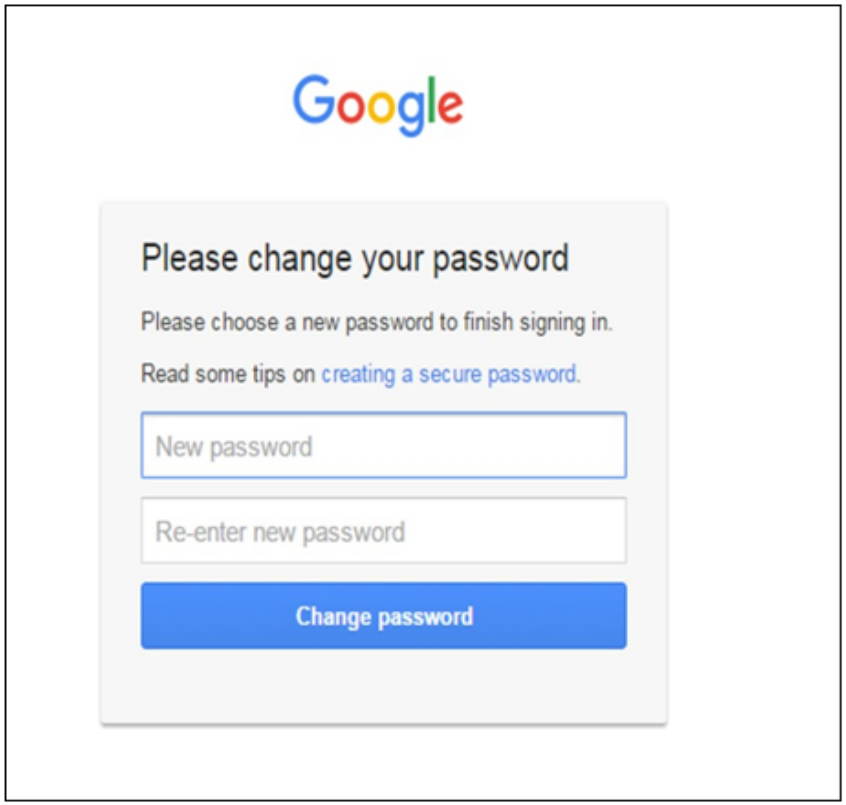
Ex:04251985

Student E-mail Welcome Page



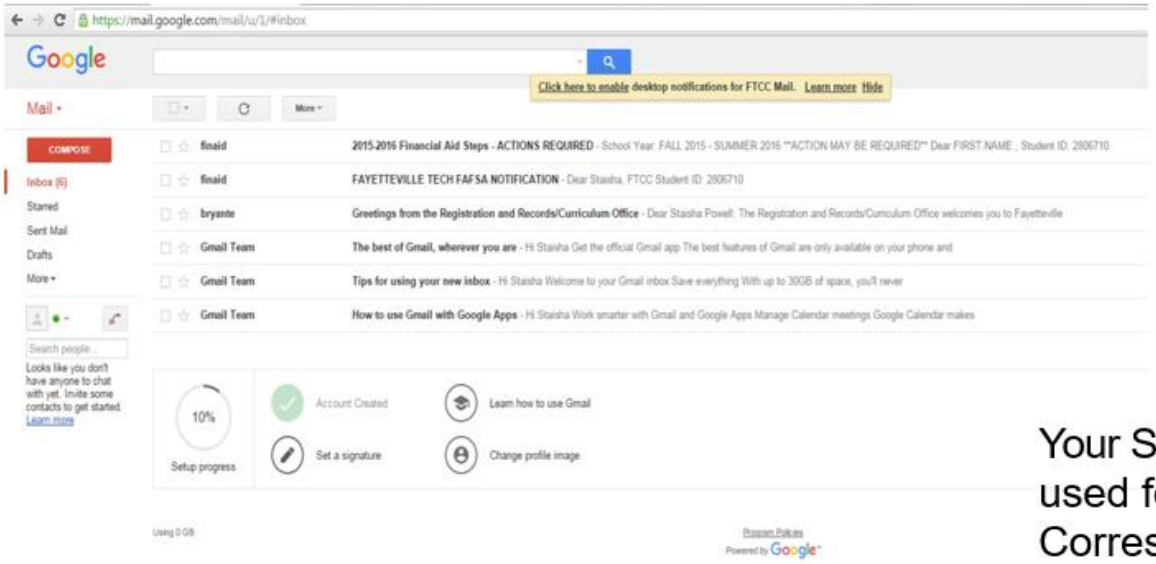
Click on “I Accept Continue to my account”

E-mail Password Reset Page



- Create a New Password and Re-Enter it.
  - *Note*
    - Password must be 8 Characters Long and must include letters and numbers.

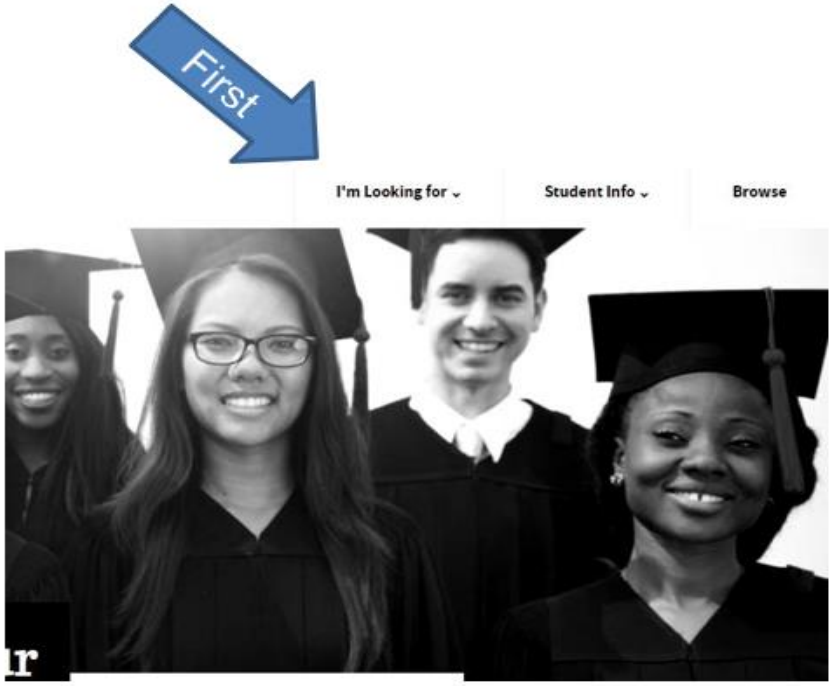
FTCC Student E-mail Page



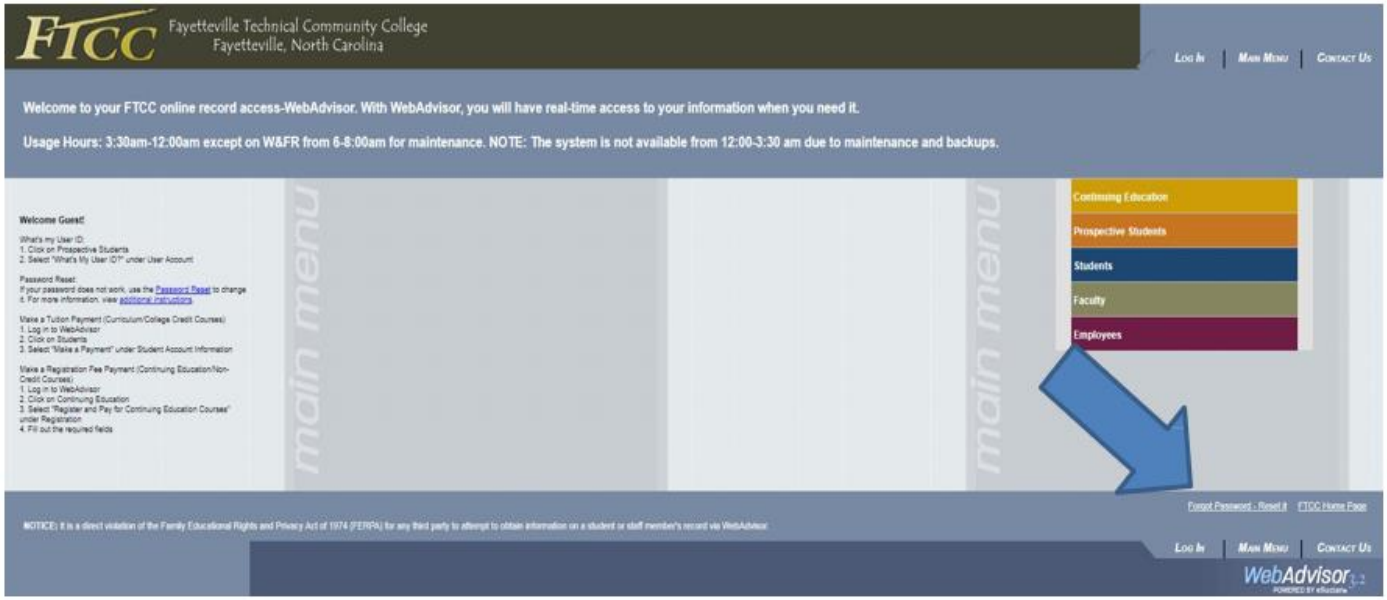
Your Student Email will be used for all Correspondence.

Instructor Emails
Registration
Financial Aid
Etc.

Creating WebAdvisor Password
Return to www.faytechcc.edu

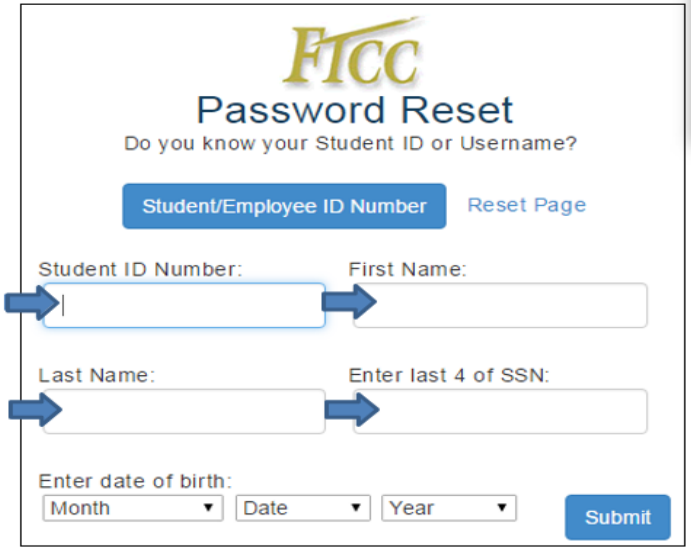


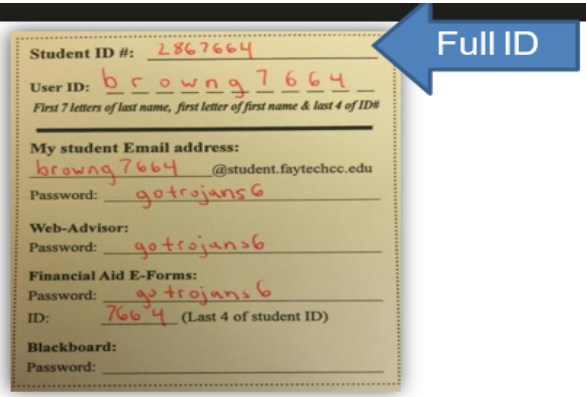
To Create Your Password



Click on Forgot Password –Reset It Option

WebAdvisor Password Reset Page

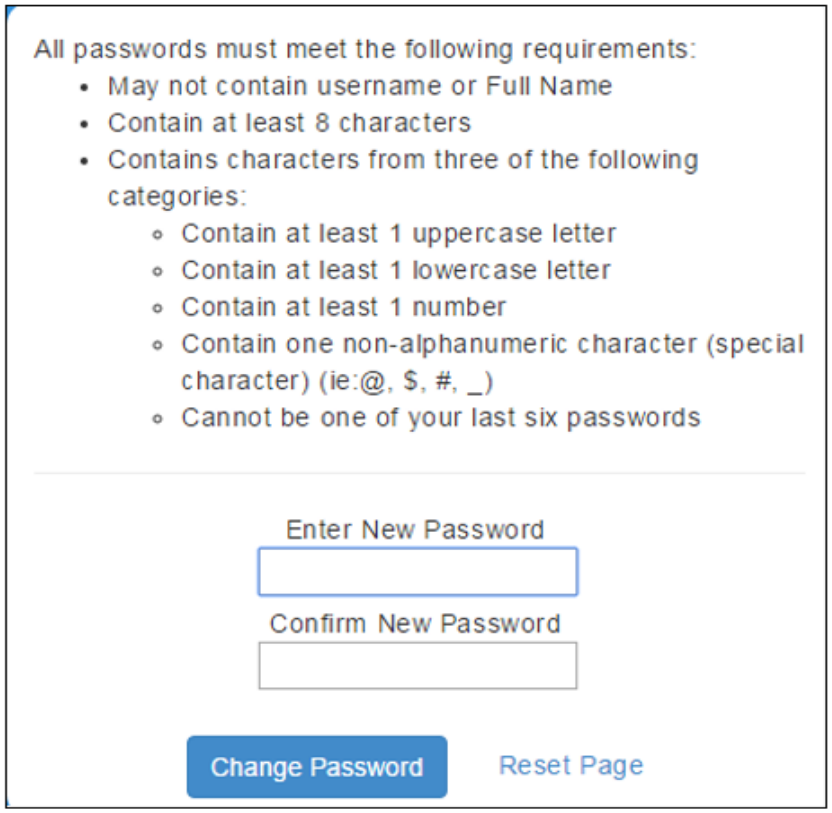




- Click on Students/Employee ID Number.
- Enter your Full Student ID EX:2867664

Enter your:
First Name
Last Name
Last 4 of Social Security Number
Date of Birth

Creating WebAdvisor Password



- Create a Password by following the prompts.

- *Note*
- This password will be used for your:

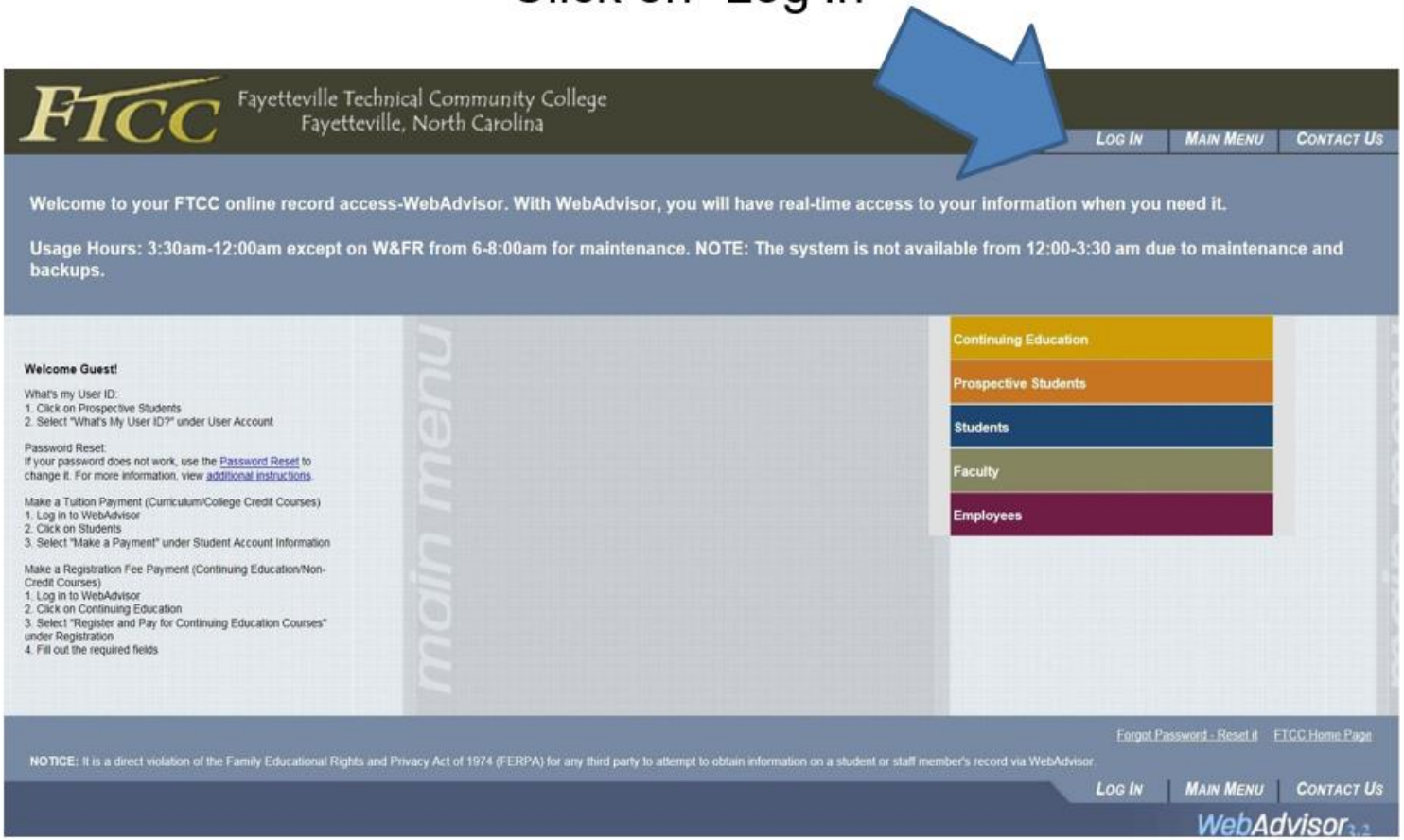
- Campus Computer Log On
- Campus WIFI Connection
- Web Advisor Log On
- Blackboard

Logging in to WebAdvisor

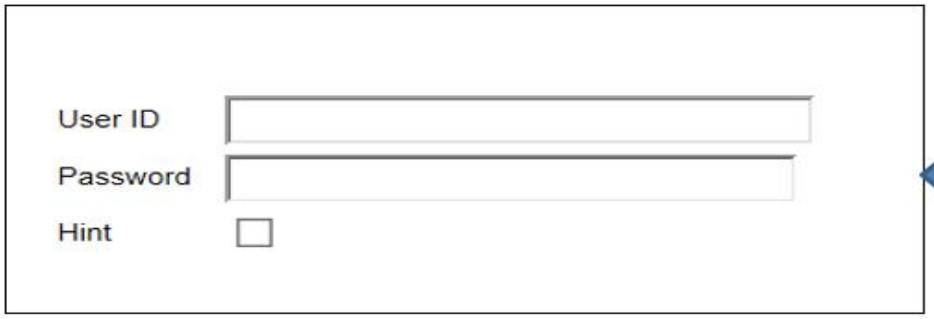
Return to www.faytechcc.edu

WebAdvisor Home Page

Click on “Log In”

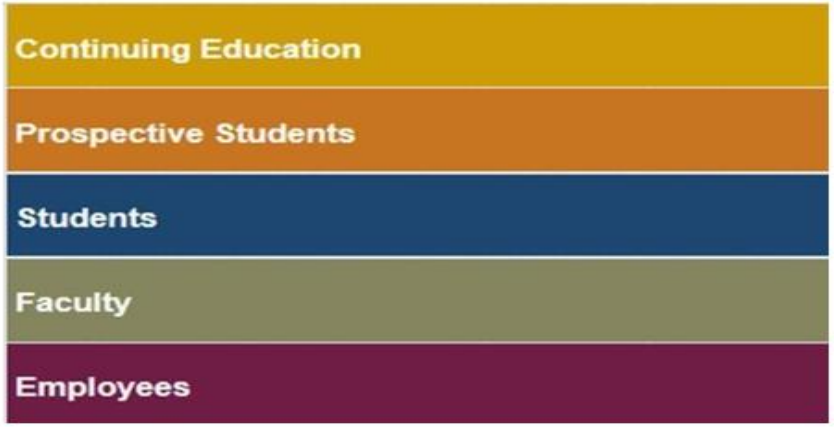


WebAdvisor Log In Page



First

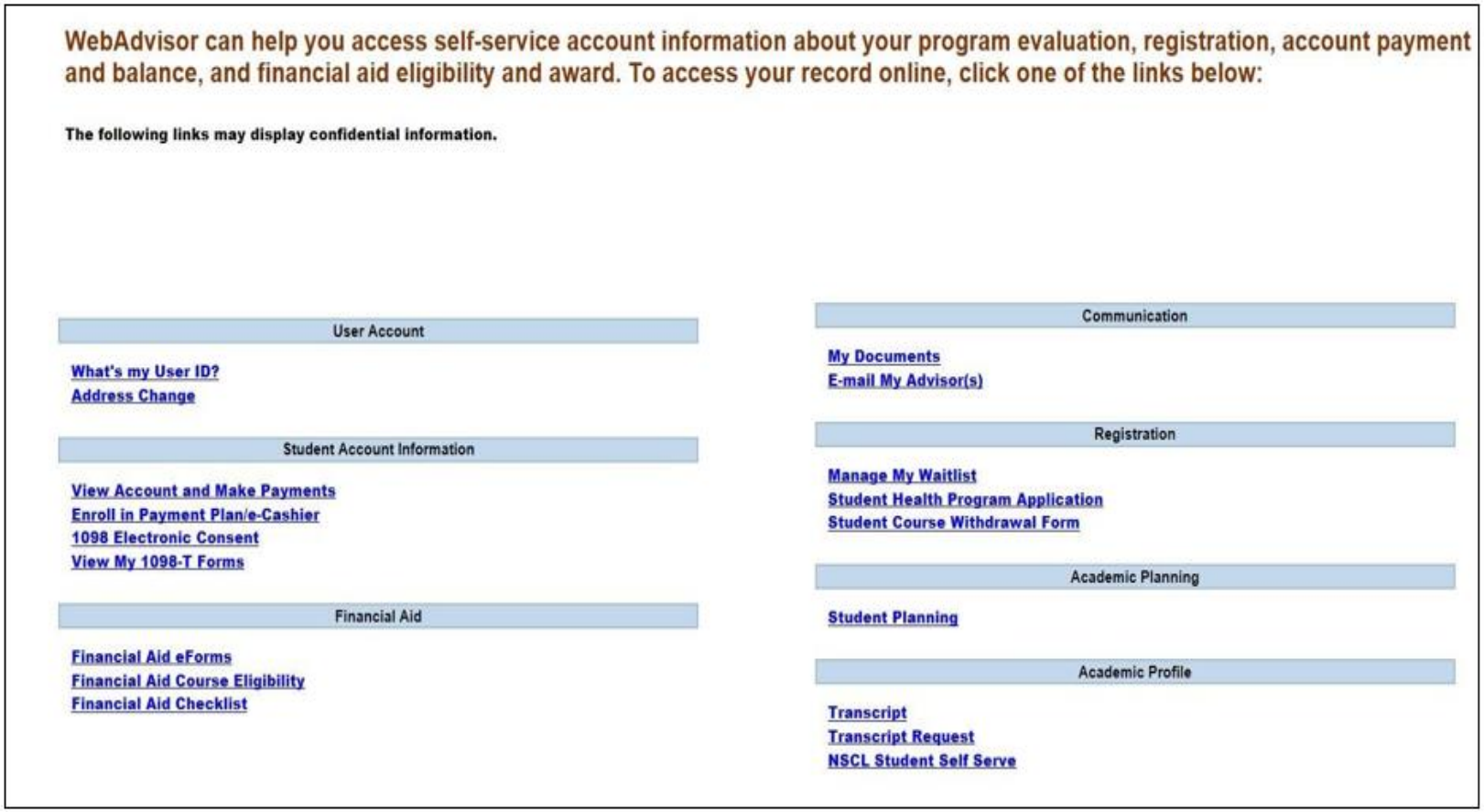
- First, Enter in Your Password
- Click on 'Submit'



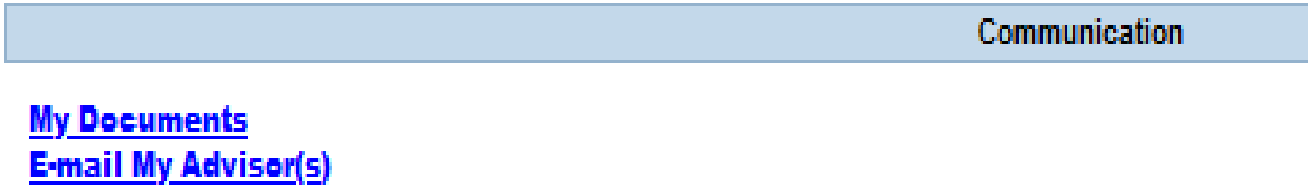
Second

- Second, Select 'Students'

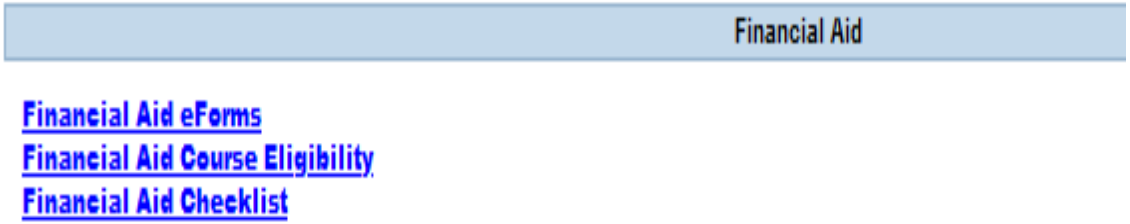
Welcome Screen in WebAdvisor



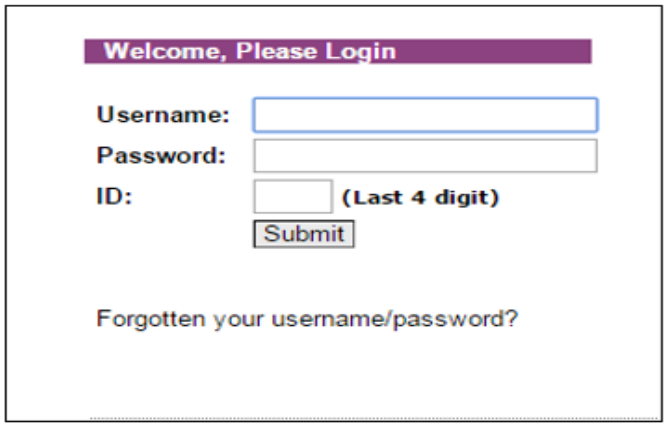
If you are missing documents, check “My Documents.”



Here you can check your Financial Aid status.



Log in to your E-Forms

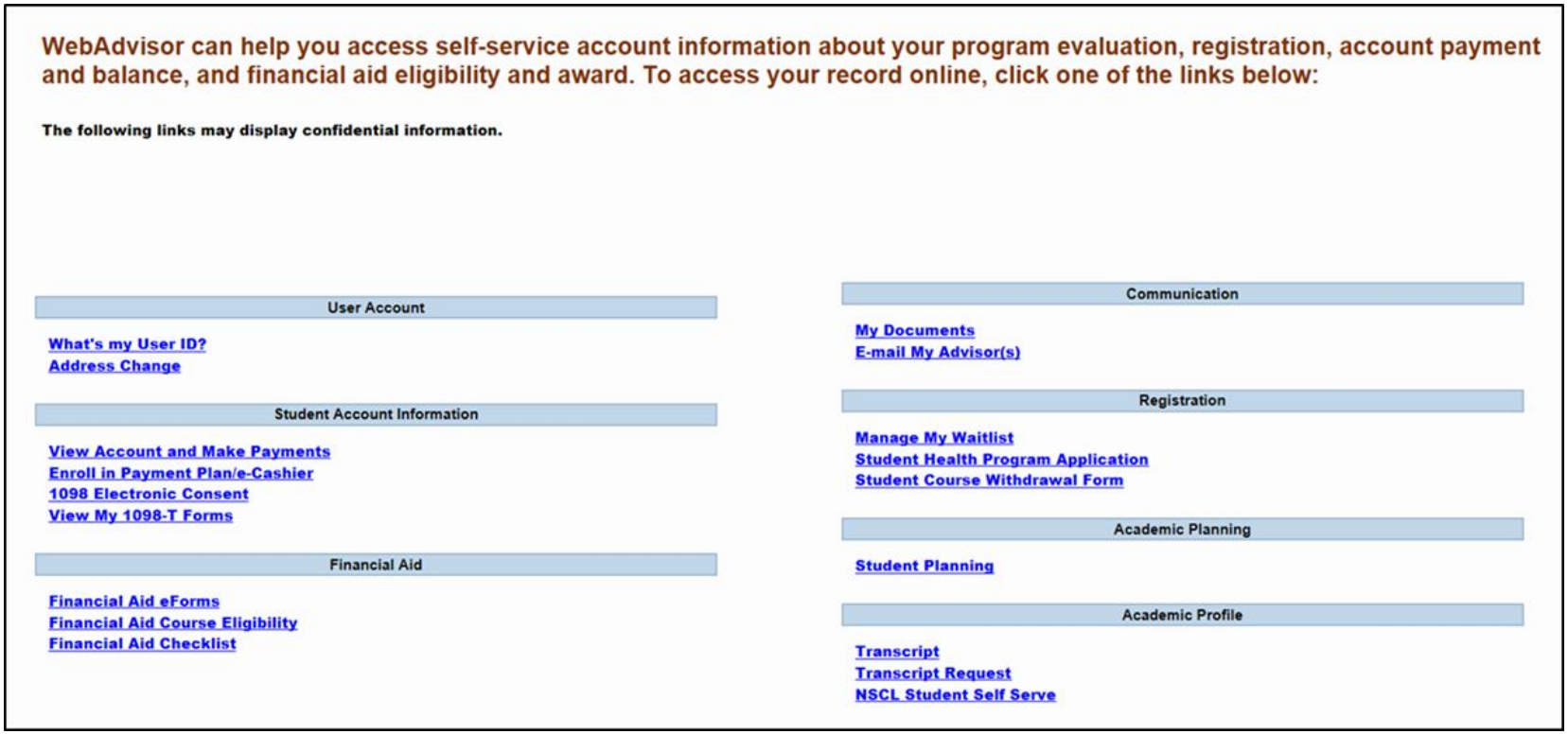


From here you can complete missing documents for your financial aid.

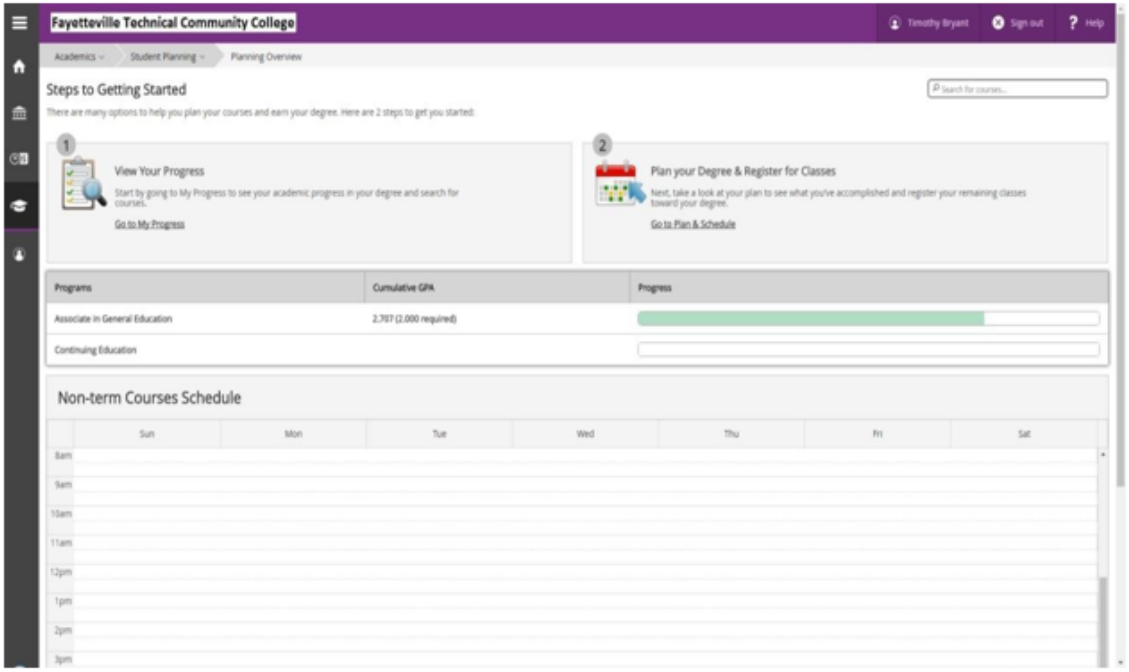
The login should be the same as your WebAdvisor.

The last four of your ID refers to your student ID

Log in to Student Planning



Student Planning Page



In Student Planning:

- You can register for classes
- Check your GPA standing
- View Classes we offer for the semester
- View Test Scores
- Print Schedules
- Print Unofficial Transcripts
- Review FinancialAid Information

Help is Here!

If you have any questions please call us at 910-678-8473 or email us at admissions@faytechcc.edu