

D&E Welcomes Web Advisor for Student Information Online

WebAdvisor is a Web interface that allows you to access information contained in the administrative database used by Davis & Elkins College. Its function is to provide students with direct web access to portions of their academic and financial records as well as a personal profile which is part of student's official records at the College. Information available to students includes their class schedule, grades, account information, transcripts and financial aid award information.

Access to WebAdvisor is available through the D&E Website. Go to www.davisandelkins.edu and click on the “**Current Student**” link in the upper right-hand corner. It will take you to CAMPUS DRIVE. From Campus Drive, click on the link to **WebAdvisor**.

Log-in and Password – case sensitive

On the Main Menu Screen, click on “WebAdvisor for Students” link to access student menu. At this point WebAdvisor will prompt you to login.

Your WebAdvisor ID is your **last full name and first initial** (example: John Smith's login would be smithj.)

Your initial WebAdvisor Password is the **last six digits of your Social Security number**.

At the initial log-in you will be prompted to change your password. Change your password and set a password hint in case you forget your password.

Your WebAdvisor password can be changed at any time by using the Change Password option in WebAdvisor. Your new password must meet the following criteria:

- 6 to 9 characters in length
- contain at least 1 number
- no special characters (such as &,%,@,* etc. etc.)

Once you have successfully logged in you may access to available information by clicking on the appropriate links. WebAdvisor will operate on both PCs and Macs.

Please Note

- The “Time Out” for this system is approximately 10 minutes. If there is no activity for 10 minutes, the system will automatically log you off and you will have to log back into WebAdvisor for any function.

- While in WebAdvisor, we discourage use of the “Back” button and the “enter” key because they may function differently depending on your browser and PC setup. Use the “menu and “Submit” buttons as directed.
- We are still working on modifications to WebAdvisor. If you have questions or comments, please email them to webadmin@davisandelkins.edu.
- Because the information relating to student records is confidential, please be sure to LOGOUT when you have finished viewing the record.

Help

Detailed instructions on how to use each Web form are available via the Help button on each form.

Problems and Questions

For questions regarding Academic information please see your advisor, financial records information see Business office and/or Financial Aid office, and for personal profile information see the Office of Student Life.

If technical problems occur with gaining access to WebAdvisor, please send an email to webadmin@davisandelkins.edu.