

ACC Online Services Workflows

Online Services for Students

(No login or password required)

What's my Userid	This form is used to discover USER NAME for accessing ACCOnline Services. <ul style="list-style-type: none"> Note: Students receive an Online Services account (user name and password) once they have been advised and "moved to student" by an advisor.
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(Requires ACC Online Services login and password)

Change Password	After logging in to Online Services, this workflow may be used to change an Online Services password.
Make a Payment	This page allows students to make payment on their outstanding charges with ACC. <ul style="list-style-type: none"> Note: The total amount due must be paid in full. If students are paying on an installment plan, they must pay in person at any campus cashier office.
Financial Aid Status by Term	Displays current financial aid status information, for the period selected.
Program Evaluation	This allows students to select from their active academic programs and view a program evaluation report (degree audit). Students can also perform "what if" scenarios by choosing a new academic program from a drop-down box.
Register/Add Classes	This form is designed to let students search for one or more courses that meet their search requirements. This narrows the list of courses displayed. Students can then register for the courses by selecting from this list.
Express Add	Rather than "searching" for classes, this workflow is designed to allow students to register for classes in a more expeditious way by entering a synonym, or a subject AND the course number AND the section number
Drop Classes	This form displays students' your current class schedules and allows them to drop any class from this schedule (during authorized drop periods)
My Class Schedule	This workflow displays students' current class schedules for current term. <ul style="list-style-type: none"> Note: After grades are applied, courses will no longer appear on the class schedule.
Grades by Term	Students may display their final grades and grade point average for the term selected. <ul style="list-style-type: none"> Note: Grades will be available to students only after the Faculty grading deadline and after Admissions has "verified" those grades.
Transcript (unofficial)	This workflow displays students' <i>unofficial</i> transcripts. They will also see earned credits, grade points, cumulative grade point average, and academic standing.
Student Status (not yet released for use)	This workflow displays students' restrictions with explanations and how to clear them. This workflow also indicates students' application status, Active Academic Programs, Other Colleges Attended, Residency, and Official Information (address)

Related ACC Links for Students - (No login or password required)

ACC Surplus Auction	Links to the Auction site for ACC surplus equipment
Application – College Credit	Links to the "Applying to ACC" web page
Application – Continuing Education	Links to the CE "Application and Registration Forms" web page.
Phone Numbers	Links to the "Helpful Numbers" web page
Registration Checklist	Links to "Six Steps to begin taking credit classes at ACC" web page
Student Right to Know	Links to "Student Right to Know and Campus Security Act" web page
Students with Disabilities Services	Links to "Services for Students with disabilities? Web page
Transfer Services	Links to the "Online Resource for Transfer Services" web page
Course Schedule	Links to the Credit Course Schedule on the web
Registration and Payment Dates	Links to the "Registering for Classes" web page
FAQ	Links to Online Services Frequently asked questions"
Online Tutorial	Links to a tutorial for how to use Online Services
Contact Us (email support)	Provides customer service from IT Support Services via email
Survey	Online Services Satisfaction Survey
1098T Overview of the Tax Credits	Links to an overview explaining the Taxpayer Relief Act education tax credits for students and families.

ACC Online Services Workflows

Online Services for Faculty

(No login or password required)

What's my Userid?	This form is used to discover USER NAME for accessing ACCOnline Services. <ul style="list-style-type: none"> ▪ Note: Faculty receive an account when they become active employees.
Reset my password	Use this form to receive a new password for accessing WebAdvisor. For security reasons, the password will be sent only to the individual's ACC e-mail address.

(Requires ACC Online Services login and password)

Change password	After logging in to Online Services, this workflow may be used to change an Online Services password.
Class Roster	To obtain a list of students in your classes for a specific term or date range
Grading	Enter grades or modify already-entered grades, until the deadline specified by the Registrar's office. <ul style="list-style-type: none"> ▪ Note: Grades will be available to students to view only after the Faculty grading deadline and after Admissions has "verified" those grades.
Search for Classes	This workflow is designed to perform searches to display courses based on specific search criteria.
My Class Schedule	Provides a teaching schedule for the selected term.
Student Advising	Assists faculty in advising students who have declared a major in the faculty member's discipline and who are college ready or who have been referred by a counselor.

Related ACC Links for Faculty - (Email login and password required)

E-Mail on the WEB	Links to webmail@austincc.edu for accessing your ACC email on the web
ACCeStaffing	Links to the ACCeStaffing application on the web
ACCeTime	Links to the ACCeTime application on the web
Office Hours	Links to the Faculty Office Hours application on the web
ACC Employee Voucher System	Links to the ACC Employee Tuition Voucher System on the web.
Workshop and Event Registration	Links to ACC's Professional Development Workshop and Event Registration Application

Related ACC Links for Faculty - (No login or password required)

ACC Surplus Auction	Links to the Auction site for ACC surplus equipment
Organizational Reference	Links to the EVP's Organizational Reference which is a TOOL provided to help faculty and staff understand how Austin Community College operates.
Smart Links	Links to the EVP's "Smart Links" webpage
Course Schedule	Links to the Credit Course Schedule on the web
Registration and Payment Dates	Links to the "Registering for Classes" web page
FAQ	Links to Online Services Frequently asked questions"
Online Tutorial	Links to a tutorial for how to use Online Services
Contact Us (email support)	Provides customer service from IT Support Services via email
Survey	Online Services Satisfaction Survey

ACC Online Services Workflows

Coming SOON.....Online Services for Staff

(No login or password required)

What's my Userid?	This form is used to discover USER NAME for accessing ACCOnline Services. Note: Staff receive an account when they become active employees.
Reset my password	Use this form to receive a new password for accessing Online Services. For security reasons, the password will be sent only to the individual's ACC e-mail address.

(Requires ACC Online Services login and password)

Change password	After logging in to Online Services, this workflow may be used to change an Online Services password.
W2 Information *	Provides current payroll W2 Information
Calendar Year History *	Displays Calendar Year History for selected year from 1999 to current calendar year. Information includes earnings, benefits/deductions, and taxes. <ul style="list-style-type: none"> ▪ Note: Current calendar year history will not be available until W2's are processed
Pay Check Stubs/Advice Forms *	Provides pay check/direct deposit information per pay period
Position/Salary *	Provides Position history starting from 1998
Adjunct Faculty Benefits *	Provides Adjunct Faculty Benefit Payment Information
Leave Plan Summary *	This workflow displays leave plan IDs and descriptions, the date that you are eligible to take this leave, the rate at which your leave time accrues, the maximum annual carryover, and the current balance.
My Stipends *	Use the My Stipends form to view all the stipends acquired during employment at ACC, including both past and current stipends.

* Not released to go live yet

Related ACC Links for Staff - (Email login and password required)

E-Mail on the WEB	Links to webmail@austincc.edu for accessing ACC email on the web
ACCeTime	Links to ACCeTime application on the web
ACC Employee Voucher System	Links to the ACC Employee Tuition Voucher System on the web.
Workshop and Event Registration	Links to ACC's Professional Development Workshop and Event Registration Application

Related ACC Links for Staff - (No login or password required)

ACC Surplus Auction	Links to the Auction site for ACC surplus equipment
Organizational Reference	Links to the EVP's Organizational Reference which is a TOOL provided to help faculty and staff understand how Austin Community College operates.
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Survey	Online Services Satisfaction Survey