Self-Service can be accessed directly from this link:

https://selfservice.worcester.edu:8170/Student/Account/Login

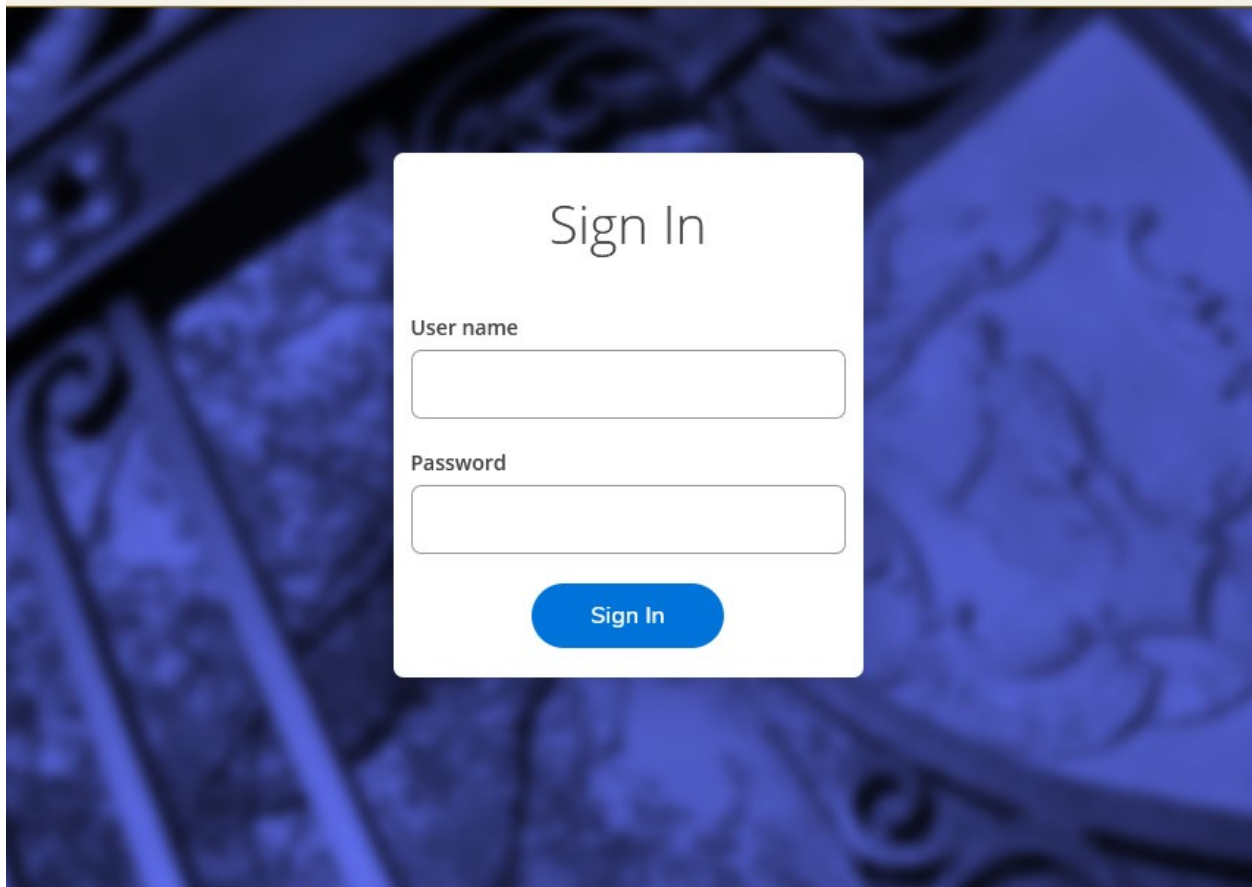Or from WebAdvisor. Choose the Self-Service for Faculty (Rosters, Grading) link.

Faculty Information

Self-Service for Faculty (Rosters, Grading, Waitlist, Attendance, Permissions)
Search for Sections
Search for Online Courses

This will take you to the Self-Service login screen. Use your WSU credentials to log in. (Be sure to log out when you are done.)

Choose the Faculty link from the landing page.

You are now on the Faculty Overview page. Here your classes for the current and upcoming semesters will be listed. Click on a class title to access the roster, grading, attendance, waitlisted students, faculty consent and requisite waivers for that class.

Spring 2021 Semester		
Section	Times	Locations
UR-193-OL: FYS:Change vs. Transition	TBD 2/1/2021 - 5/15/2021	TBD Lecture only
WL-101-01: Beginning World Language	T/Th 1:00 PM - 2:15 PM 2/1/2021 - 5/15/2021	TBD Lecture only

Permissions: Requisite Waiver, Faculty Consent and Student Petition

| Roster | Attendance | Grading | **Permissions** | Waitlist |

Faculty Permissions

Choose one of the categories below :

🔒 **Requisite Waiver**
Waive prerequisites so that a student can register for the course.

🧍 **Student Petition**
Not Used

✅ **Faculty Consent**
Review and manage faculty consent for courses that require it.

To give a student Faculty Consent to register for a class, choose Permissions → Faculty Consent. Use the lookup box to find the student. You can search for the student by name or by Student Id number. Click on the magnifying glass after entering the name or id number. Consent is only needed for those courses requiring Faculty Consent.

‹ Back To Faculty Permissions
Faculty Consent - Only required when the course requires Faculty Consent

Faculty Consent Status   Student Name or ID 🔍

ⓘ   No existing faculty consents

0769990 🔍

0769990
Boots, Sock
Master of Science in Nursing-
Population & Public Health
Nur

or

PLATE,DISH

0769991
Plate, Dish
Master of Science in
Nursing - Nurse Educator,
AOP
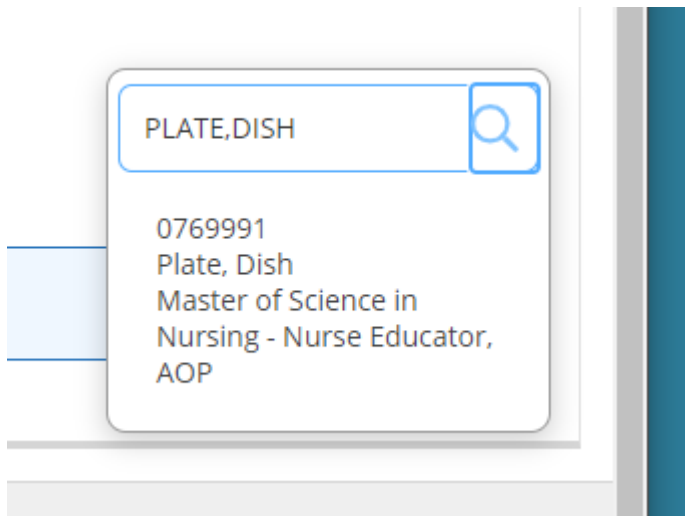
Choose the Status and Reason from the drop-down boxes. You can enter comments if you wish. Click
Save when you are done.

Add Faculty Consent

UR-193-OL: FYS:Change vs. Transition	Spring 2021 Semester

Student
Boots, Sock
Student 0769990
lacinma2@gmail.com

Status
Select a status...

Reason
Select a reason...

Additional Comments
Additional Comments

Cancel   Save

Add Faculty Consent

WL-101-01: Beginning World Language	Spring 2021 Semester

Student

Plate, Dish
Student 0769991
lacinma2@gmail.com

Status

Select a status... ⌄

Select a status...
Overload permission
Faculty Consent

Reason

Additional Comments

Additional Comments

Cancel | Save

Add Faculty Consent

WL-101-01: Beginning World Language	**Spring 2021 Semester**

Student

Plate, Dish
Student 0769991
lacinma2@gmail.com

Status

Select a status... ▾

Reason

Select a reason... ▾

Select a reason...
Instructor Permission

Additional Comments

Additional Comments

Cancel   **Save**

The student will now be able to register for this class.

Faculty Consent Status

Student Name or ID 🔍

Student	ID	Status	Updated By	Updated On	Explanation
Boots, Sock	0769990	Faculty Consent	Caswell, L	5/4/2021 6:35:55 PM	Instructor Permission

To waive a requisite for this class, choose Permissions → Requisite Waiver. Use the lookup box to find the student. You can search for the student by name or by Student Id number. Click on the magnifying glass after entering the name or id number. You can also Deny a Requisite Waiver.
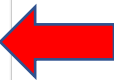
‹ Back To Faculty Permissions
Requisite Waivers

Student Waiver Information

Student Name or ID 🔍

ⓘ   **No existing student waivers**

Prerequisite Information

Course	Enforcement	Timing
Take AB-101;	Required	Previous

Corequisite Information
No corequisites

fudd,elme 🔍

0769999
Fudd, Elmer
BS in Sociology

or

0769990 🔍

0769990
Boots, Sock
Master of Science in Nursing-
Population & Public Health
Nur

Choose the Waiver Reason from the drop-down box. Add a comment if you wish. Click Save and the student will be able to register for the class.

< Back To Faculty Permissions
Requisite Waivers

Student Waiver Information

Student Name or ID

Student Name	Student ID	Authorized By	Updated On	Explanation
Fudd, Elmer	0769999	Caswell, L	5/14/2021 3:35:05 PM	Other

Prerequisite Information

Course	Enforcement	Timing
Take AB-101;	Required	Previous

Corequisite Information
No corequisites

WSU does not use Student Petitions; you will not see any information here.

Roster   Attendance   Grading   Permissions   Waitlist

< Back To Faculty Permissions
Student Petition

Student Petition Status

ⓘ   **No existing students petitions**

Be sure to log out when you are done.