

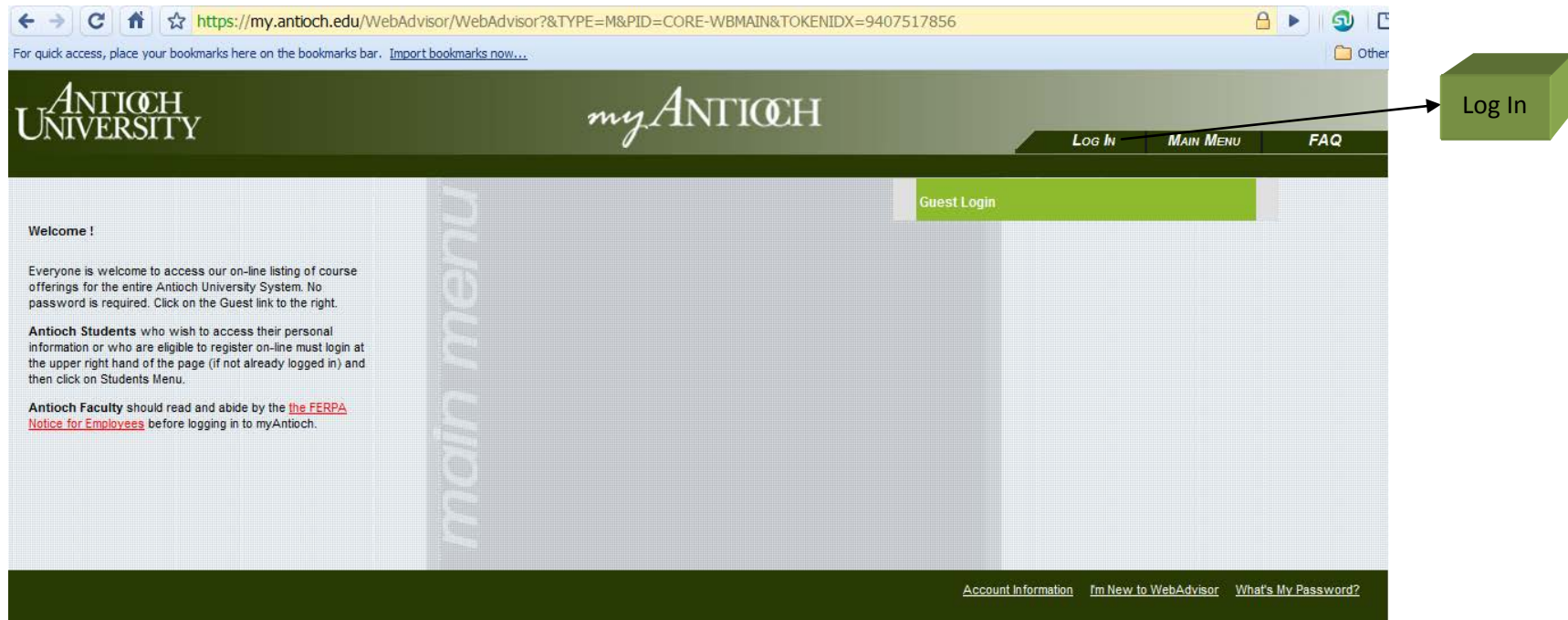


Antioch University, Los Angeles

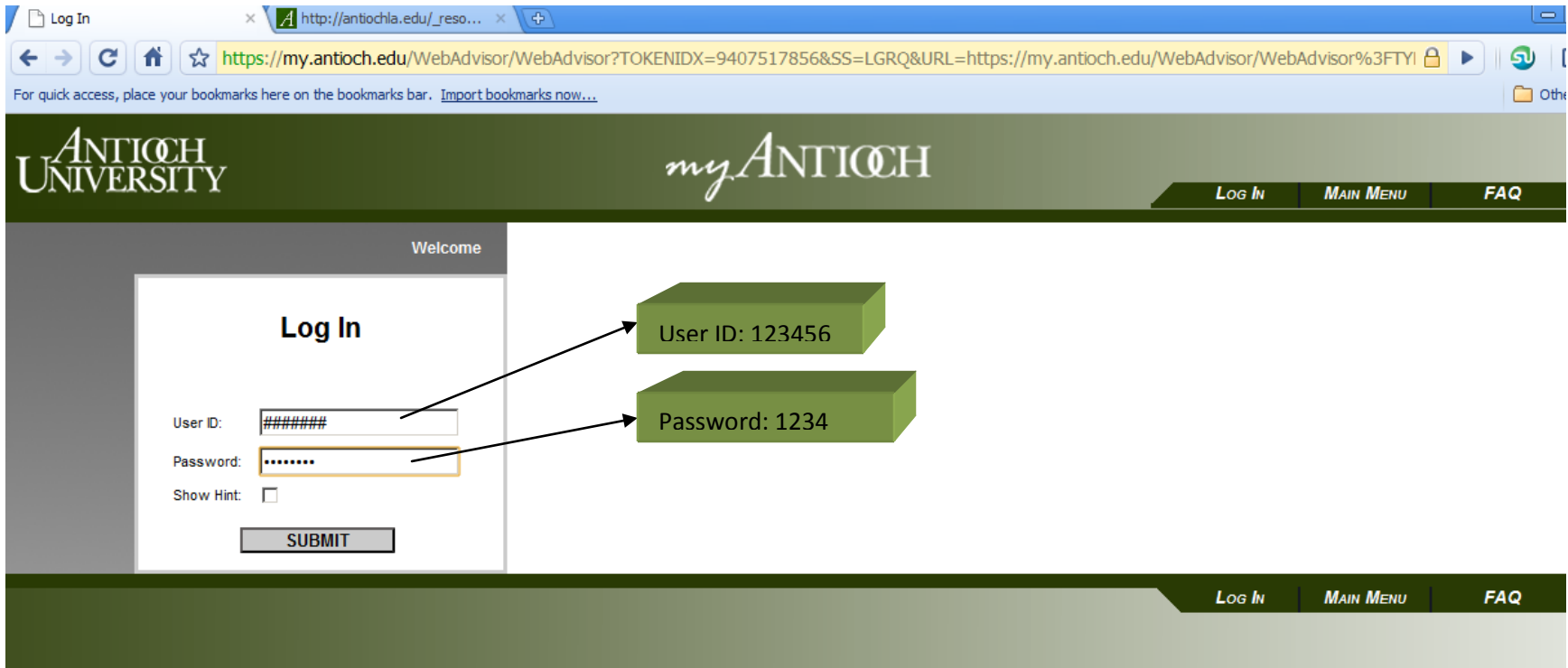
MyAntioch User's Guide

Logging into MyAntioch

In order to access MyAntioch simply open up your favorite web browser and type the following in the address bar - <http://my.antioch.edu> . You should be taken to the page shown in the picture below.



Click on “Log In” to sign into your account.



Fill in your User ID which is your Antioch ID number (6 digits) along with your password (4 digits) and click on Submit in order to access your account. You can obtain both your ID number and password from Steve Anderson, DaVinci ECP coordinator. If this is your first time logging into MyAntioch, you will be required to reset your Antioch password once you have logged in.

After Logging in to myAntioch you will be taken to the Welcome Screen. Click on Students Menu in order to continue.

The screenshot shows a web browser window with the URL <https://my.antioch.edu/WebAdvisor/WebAdvisor?&TYPE=M&PID=CORE-WBMAIN&TOKENIDX=9407517856>. The page features the Antioch University logo and the 'myANTIOCH' branding. A navigation bar at the top right contains links for 'CHANGE PASSWORD', 'LOG OUT', 'MAIN MENU', and 'FAQ'. The main content area includes a 'Welcome' message, instructions for students and faculty, and a vertical 'main menu' label. A blue button labeled 'Students Menu' is highlighted with a green callout box and an arrow. At the bottom, there are links for 'Account Information', 'I'm New to WebAdvisor', and 'What's My Password?', along with a maintenance notice and a second set of navigation links.

Searching and Planning For Classes

The following links may display confidential information.

User Account	Academic Profile
Address Change I'm New to WebAdvisor What's my User ID? What's my password Change Password	Update Contact Information Academic Credit by Term Cumulative academic credit history My class schedule My Profile Financial Aid Award Letter FA Year Awards View
Financial Profile	Financial Aid
Student Account Summary Pay on My Account Non-Payroll Direct Deposit 1098 Additional Information 1098 Electronic Consent View My 1098-T Forms	Financial Aid Award Letter FA Year Awards View
Registration	
My Holds Search for course sections offered by other Antioch campuses Search for AULA Classes TEST *** Search for AULA Classes *** TEST Register and Drop Sections Manage My Existing Waitlist	Search for AULA Classes

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Click on the "Search for AULA Classes" link to begin.

Search for sections

PLEASE SELECT AT LEAST 2 SEARCH CRITERIA. Enter either a Term OR
Enter Starting AND Ending dates. Date range can't exceed 120 days.

Term

Or Starting On/After Date e.g. 9/1/05

and Ending By Date e.g. 12/15/05

Academic Level

Subjects	Course Levels	Course Number	Section
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Sections Meeting After Sections Ending Before

Mon Tue Wed Thu Fri Sat Sun

Course Title Keyword(s)

Instructor's Last Name

Select Term "Early High School Davinci"

Select Academic Level "Early College Program"

You only need to fill in the drop down boxes for the Term and Academic level. Filling in the other options incorrectly may cause a no search result. Click on Submit to continue to the search results.

Section Selection Results

Re-sort my results ▼

Select	Term	Status	Section Name and Title	Location	Meeting Information	Faculty	Available/ Capacity/ Waitlist	Credits
<input type="checkbox"/>	Sem - AULA DAV 2013	Open	61HIS-101-1 (91647) United States History to 1877	Antioch Univ Los Angeles	07/01/2013-12/01/2013	To be Announced		<input type="text" value="2.00"/>
<input type="checkbox"/>	Sem - AULA DAV 2013	Open	61HIS-101-2 (91652) United States History to 1877	Antioch Univ Los Angeles	07/01/2013-12/01/2013	To be Announced		<input type="text" value="0.00"/>
<input type="checkbox"/>	Sem - AULA DAV 2013	Open	61HIS-102-1 (91648) History	Antioch Univ Los Angeles	07/15/2013-12/01/2013	To be Announced		<input type="text" value="3.00"/>
<input type="checkbox"/>	Sem - AULA DAV 2013	Open	61HIS-102-3 (91657) History	Antioch Univ Los Angeles	07/01/2013-12/01/2013	To be Announced		<input type="text" value="6.00"/>
<input type="checkbox"/>	Sem - AULA DAV 2013	Open	61HUM-112-1 (91649) Art History: Visual Literacy	Antioch Univ Los Angeles	07/01/2013-12/01/2013	To be Announced	39 / 40 / 0	<input type="text" value="2.00"/>

SUBMIT

[CHANGE PASSWORD](#)

[LOG OUT](#)

[MAIN MENU](#)

[STUDENTS MENU](#)

[HELP](#)

[FAQ](#)

Check off the classes in which you would like to register for and click on Submit on the very bottom of the page.

An explanation of each column is on the next 2 pages.

Explanation of Each Column

Select	Term	Status	Section Name and Title	Location	Meeting Information	Faculty	Available/ Capacity/ Waitlist	Credits
<input type="checkbox"/>	Sem - AULA DAY SumFal 2013	Open	61HIS-101-1 (94758) United States History to 1877	Antioch Univ Los Angeles	08/13/2013-12/20/2013 Lecture Tuesday, Thursday 01:00PM - 02:40PM, Davinci, Room SCIENCE (more)...	S. Anderson		3.00

- **Select** – Click on the checkboxes for all the classes you want to register or waitlist for.
- **Term** – The semester the class is offered for.
- **Status** – There are 3 possible settings for status
 - **Open** – class still has available seats
- **Section Name and Title** – The section code, number and name of class is listed here in alphabetical order by the subject heading. For example 61HIS-101-1 is broken down to the following:
 - **61** is the campus code (don't worry about this number)
 - **HIS** is the subject heading
 - **101** is the course number
 - **1** is the section number
- **Location** – Don't worry about this column.

Select	Term	Status	Section Name and Title	Location	Meeting Information	Faculty	Available/ Capacity/ Waitlist	Credits
<input type="checkbox"/>	Sem - AULA DAY SumFal 2013	Open	61HIS-101-1 (94758) United States History to 1877	Antioch Univ Los Angeles	08/13/2013-12/20/2013 Lecture Tuesday, Thursday 01:00PM - 02:40PM, Davinci, Room SCIENCE (more)...	S. Anderson		3.00

- **Meeting Information** – The range date, day, and time is listed in this column. For example the above example meets on all of the Tuesdays & Thursdays from 08/13/2013 – 12/20/2013 at 1:00 – 2:40 pm.
 - The **Campus Location (e.g. SCIENCE vs DESIGN)** is announced next to “Room” under this column.
 - To view additional details about each course click on the blue highlighted area under “**Section Name and Title.**”
- **Faculty** – The name of the instructor is listed here in the format of first name initial and last name.
- **Available / Capacity / Waitlist** – Don’t worry about this column.
- **Credits** – The number of semester units the class is worth.

Register and Drop Sections

Select "Register" or "Remove from List"

Preferred Sections

Action	Term	Section Name and Title	Location	Meeting Information	Faculty	Available/ Capacity/ Waitlist	Credits	CEUs
RG - Register	2010 Fall Quarter	61ANT-383-1 (71963) Myth and the Psyche: Analysis	Antioch Univ Los Angeles	10/06/2010-12/08/2010 Lecture Wednesday 01:00PM - 03:50PM, Room to be Announced	L. Ragana	11 / 18 / 0	3.00	
RM - Remove from List	2010 Fall Quarter	61BUS-332-1 (72289) Small Group Process	Antioch Univ Los Angeles	10/09/2010-12/11/2010 Lecture Saturday 09:00AM - 12:00PM, Room to be Announced	J. Hartley	13 / 18 / 0	3.00	
WL - Waitlist	2010 Fall Quarter	61EDU-353-A (72468) Brdge Prog Ped Fnd	Antioch Univ Los Angeles	10/04/2010-12/11/2010	K. Pope	98 / 99 / 0	1.00	
RG - Register	Winter 2010 Quarter	61ANT-402-1 (67052) Talking to the City: Oral Hist	Antioch Univ Los Angeles	01/06/2010-03/10/2010 Lecture Wednesday 04:00PM - 06:50PM, Room to be Announced	J. Gatewood	5 / 18 / 0	3.00	
RG - Register	Winter 2010 Quarter	61ART-341A-1 (66685) Portfolio Development II	Antioch Univ Los Angeles	01/06/2010-03/10/2010 Lecture Wednesday 01:00PM - 03:50PM, Room to be Announced	S. Kagan	19 / 25 / 0	3.00	

Fill in the appropriate action (e.g. **Register** or **Remove from List**) for the dropdown box of each class and click on Submit. The next page will show the results.

Registration Results

Registration Results

Results: "Registered for this section"

The following request(s) have been processed:

Term	Status	Pass/ Fail/ Audit	Section Name and Title	Location	Meeting Information	Faculty	Credits	CEUs
2010 Fall Quarter	Registered for this section		61ANT-383-1 (71963) Myth and the Psyche: Analysis	Antioch Univ Los Angeles	10/06/2010-12/08/2010 Lecture Wednesday 01:00PM - 03:50PM, Room to be Announced	L. Ragana	3.00	

Here are all of the sections for which you are currently registered:

Term	Pass/ Fail/ Audit	Section Name and Title	Location	Meeting Information	Faculty	Credits	CEUs
2010 Fall Quarter		61ANT-383-1 (71963) Myth and the Psyche: Analysis	Antioch Univ Los Angeles	10/06/2010-12/08/2010 Lecture Wednesday 01:00PM - 03:50PM, Room to be Announced	L. Ragana	3.00	

This page will show the results of the previous page. There will be red text on top stating the reason why any results were unsuccessful. You should see the courses you are currently registered for on the bottom of the screen.

Checking Your Class Schedule

The following links may display confidential information.

User Account	Academic Profile
I'm New to WebAdvisor What's my User ID? What's my password Change Password	Academic credit by term Cumulative academic credit history Test Summary My class schedule → My Class Schedule My Profile
Financial Profile	Financial Aid
Student Account Summary Pay on My Account	Financial aid award letter
Registration	
My Holds Search & Plan My Classes Register and Drop Sections Manage My Existing Waitlist	

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It is very important to check the classes you are currently registered for especially right after the registering. Click on the “My Class Schedule” link to view the classes you are enrolled in.

STUDENTS

My class schedule

Term

My Class Schedule: Fill in the term you would like to see and click on the Submit button.

ANTIOCH UNIVERSITY myANTIOCH

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CURRENT STUDENTS Welcome [REDACTED]

Schedule

Term

Total Registered Credits 7.00

Course Name and Title	Meeting Information	Creds	Pass Aud	Start Date
61HUM-392-1 (71940) Moral Psych in Dramatic Film	10/04/2010-12/06/2010 Lecture Monday 01:00PM - 03:50PM, Room to be Announced	3.00		10/04/10
61BUS-431-1 (71977) Social and Ethical Issues in M	10/07/2010-12/09/2010 Lecture Thursday 01:00PM - 03:50PM, Room to be Announced	4.00		10/04/10

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The following page will show the classes you are enrolled for that particular term. Clicking on OK will bring you back to the Students Menu.

Tips about myAntioch

- For your own security, *myAntioch* logs you off after 15 minutes non activity.
- To maintain your security, logging in with the wrong password multiple times will put a 15 minute hold on your account.
- Make sure to click on the log off button before exiting.

Need Additional Help?

- If you are in need of additional help please send an email to registrar.aula@antioch.edu or give us a call at (310) 578 1080 Ex 200