

How to Find a Student Hold

1. Log into SeaNet using your 850 number and PIN



 Please enter your user Identification Number (ID) and your Personal Identification Number (PIN). When finished, click Login.

If you do not know your user Id or PIN, please go [here](#) to retrieve it. Your SeaNet user-id is 9 digits, beginning with 85, and your PIN is a 8 digit number with birth-date - MMDDYYYY. Your PIN is not the same as your 4 digit Registration PIN (alt pin).

When you are finished, please Exit and close your browser to protect your privacy.

If you are locked out for any reason, please contact the TAC at (910) 962-4357 to have your PIN reset.

User ID:
PIN:

RELEASE: 8.7

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2. Click on Faculty Services



3. Click on Advisor Menu



UNCWSeaNet


Personal Information **Faculty Services** Employee

Search Go RETURN TO MENU SITE MAP HELP EXIT

Faculty Services

- Term Selection
- Part of Term Selection
- CRN Selection
- Faculty Schedule by Day and Time
- Summary Class List
- Mid Term Grades
- Final Grades
- Registration Overrides
- Student Menu
- Display student information; View a student's schedule; Process registration overrides.
- Advisor Menu** ←
- View a student's transcript; View a student's grades; Display Advisee information.
- Search for Courses
- Search for Courses
- Grade Change
- Change a student's grade. The chairperson and the associate dean for your department will be asked to approve this change.
- Assign Incomplete Grade
- Assign grade of I to a student.
- Convert Incomplete to Final Grade
- Convert incomplete to final grade.
- Approve Grading Activity

4. Click on View Holds



UNCWSeaNet

Personal Information **Faculty Services** Employee

Search Go RETURN TO MENU SITE MAP HELP EXIT

Faculty & Advisors

- Term Selection
- ID Selection
- Student Academic Transcript
- Display Students Schedule
- Advisee Listing
- Test Scores
- View Holds** ←
- Degree Audit
- Request and review degree audits.
- Search for Courses
- Fostering Undergraduate Student Success
- Satisfactory Academic Progress; Withdrawal Count; & Tuition Surcharge Hours
- Student Proxy
- Student Proxy Information

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5. Input the student name or ID and click Submit to see Hold. Have the student contact the appropriate office (i.e. Office of Transition Programs, Student Accounts, Financial Aid, etc.)

Search

[RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

ID Selection

-  You may enter:
1. The ID of the Student/Advisee you want to process, or
 2. A combination of partial names and/or a student search type.

To search for all Advisees for the term selected, click the Advisees radio button.
To search for all students in your classes for selected term, click the Student radio button.
To search for all Advisees and students in your classes, select click the Both radio button.
An All button will appear for Advisors. Please be sure to use a partial name to search to limit the search criteria.
You may use the % symbol as a wild card in the name field.
Press the Submit button to return results.

Student or Advisee ID:

OR

Student and Advisee Query

Last Name:

First Name:

Search Type: Students
 Advisees
 Both
 All