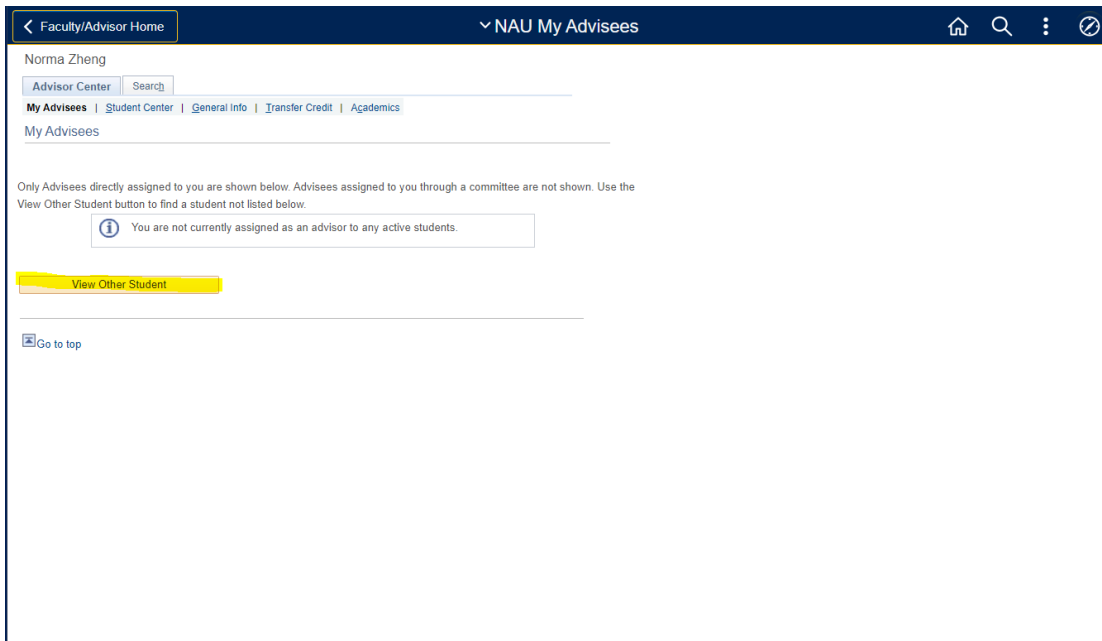


Guide to Accessing Graduate Academic Advisement Reports (Graduate AARs)

1. On [LOUIE](#), go to **Faculty/Advisor Home** and click on **My Advisees**.



2. Click on **View Other Student**.



3. Enter student's *EMPLID* and click on **Search**.

NAU My Advisees Advisee's Student Center

Advisee's Student Center

Enter any information you have and click Search. Leave fields blank for a list of all values.

Find an Existing Value

Search Criteria

ID begins with

NAU ID begins with

National ID begins with

Last Name begins with

First Name begins with

User ID =

Case Sensitive

[Basic Search](#) [Save Search Criteria](#)

No matching values were found.

4. Select **Academic Requirements** from the Drop-Down Menu and click on the **>> Button**.

NAU My Advisees Advisee's Student Center

Norma Zheng

Advisor Center

[My Advisees](#) | [Student Center](#) | [General Info](#) | [Transfer Credit](#) | [Academics](#)

Advisee Student Center

Norma Zheng

Academics

My Class Schedule
Shopping Cart You are not enrolled in classes.

Jacks Scheduler
Jacks Planner
Other Academic Information

Personal Information

Holds
No Holds.

To Do List
Direct Loan Entrance Interview

Action Center
No Messages

Milestones
Program of Study-Masters

Enrollment Dates
Open Enrollment

Advisor
Program Advisor
Beth Kingsley

5. The student's Academic Advisement Report (AAR) will now populate. *If you encounter any issues, it may be that you do not have the e-Pass security needed to access the Graduate AAR, and you will need to contact GradGraduation@nau.edu for next steps.*