



DEANSHIP *of* ENROLLMENT  
& REGISTRATION

Office of the Registrar

# STEPS ON HOW TO CHECK YOUR ACADEMIC ADVISOR IN BANNER SELF SERVICE

**NOVEMBER 2015**

*BANNER SSB 8.7*

1. Log into Banner Self service through the [PMU Website](#).

جامعة الأمير محمد بن فهد  
PRINCE MOHAMMAD BIN FAHD UNIVERSITY

Sign In | Help

Home

### User Login

Please enter your User Identification Number (ID) and your Personal Identification Number (PIN), then select Login.

To protect your privacy, when you are finished, please Exit and close your browser.

User ID:

PIN:

Login Forgot PIN?

RELEASE: 8.7

2. From the Main Menu, click on the **Student** link.

Banner Self Service

جامعة الأمير محمد بن فهد  
PRINCE MOHAMMAD BIN FAHD UNIVERSITY

Sign Out | Help

Browse

Welcome, [REDACTED], to the PMU Students Information System!

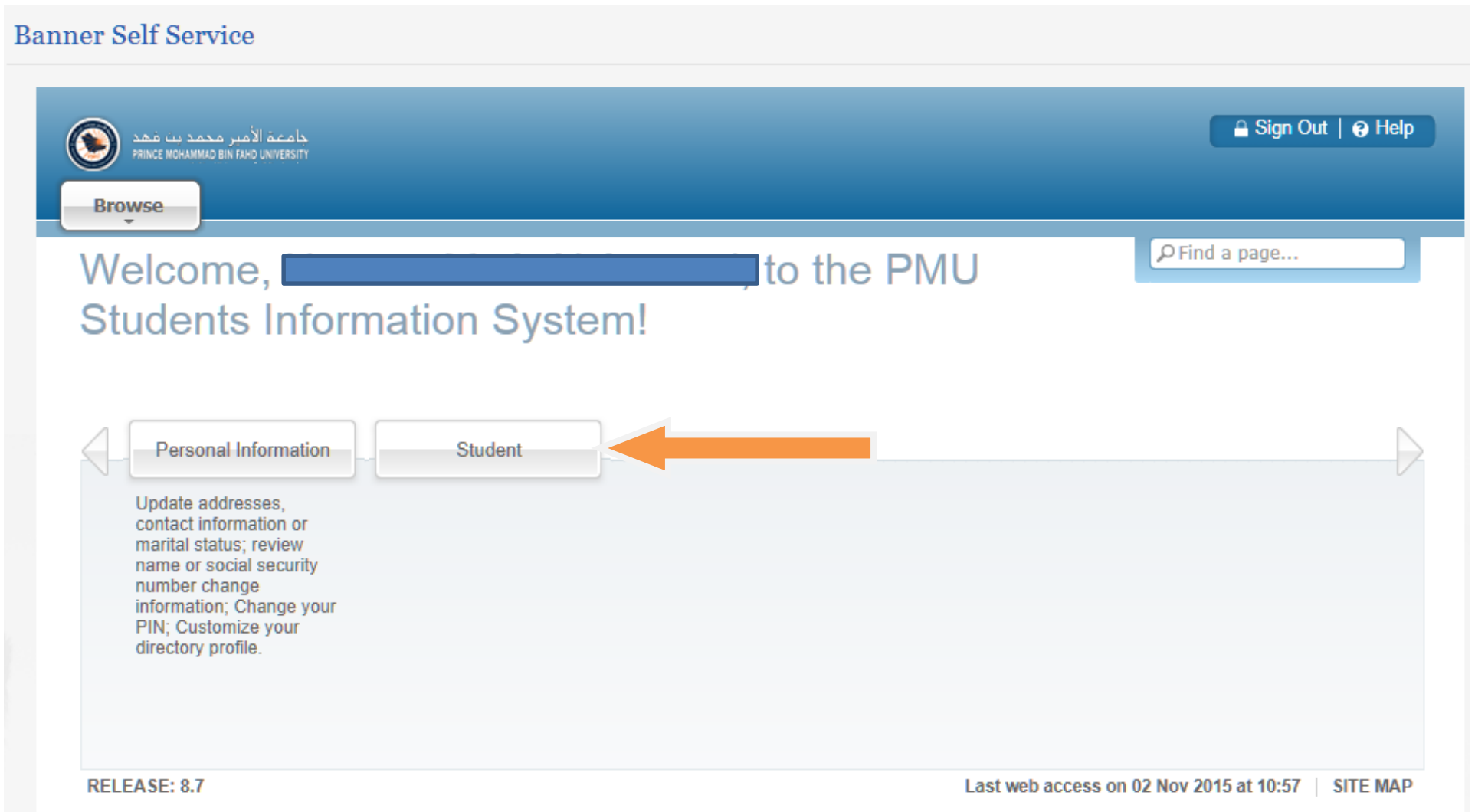
Find a page...

Personal Information | **Student**

Update addresses, contact information or marital status; review name or social security number change information; Change your PIN; Customize your directory profile.

RELEASE: 8.7

Last web access on 02 Nov 2015 at 10:57 | SITE MAP

The image shows a web application interface for the PMU Students Information System. At the top, there is a blue header with the university's name in Arabic and English, a 'Sign Out | Help' button, and a 'Browse' button. Below the header, a welcome message is displayed with a redacted name. A search bar is located on the right. The main content area features a horizontal menu with two items: 'Personal Information' and 'Student'. The 'Student' item is highlighted with a grey background and a large orange arrow pointing to it from the right. Below the menu, there is a text block describing the 'Student' section's functionality. At the bottom, there is a footer with 'RELEASE: 8.7' on the left and 'Last web access on 02 Nov 2015 at 10:57 | SITE MAP' on the right.

3. From there, click on General Student Information.

The screenshot displays the PMU Students Information System interface. At the top left is the university logo and name: **جامعة الأمير محمد بن فهد** and **PRINCE MOHAMMAD BIN FAHD UNIVERSITY**. At the top right are links for **Sign Out** and **Help**. Below the header is a **Browse** button and a search bar containing **Find a page...**. The main content area features a breadcrumb trail: **Home > Student > Student Records**. Below this, there are three main menu items: **Personal Information**, **Student** (highlighted), and **Student Account**. The **Student** menu is expanded, showing three sub-sections: **Registration** (Build your class schedule, Add/Drop classes and print your schedule.), **Student Records** (View your holds, grades, transcripts and account summary), and **Student Account** (View your Account Details). The **Student Records** sub-section is further expanded to show a list of options: **View Holds**, **Official Transcript Request**, **View Student Information**, **View Status of Enrollment Attestation Requests**, **Final Grades**, **View Status of Transcript Requests**, **Class Schedule**, and **General Student Information**. Two orange arrows highlight the navigation path: one points to the **Student Records** sub-section, and another points to the **General Student Information** option. At the bottom left, it says **RELEASE: 8.7**. At the bottom right, it says **Last web access on 02 Nov 2015 at 10:57 | SITE MAP**.

4. Select the specific term you want to be advised.

**Banner Self Service**

جامعة الأمير محمد بن فهد  
PRINCE MOHAMMAD BIN FAHD UNIVERSITY

Sign Out | Help

Browse

Personal Information | Student

Find a page...

## Registration Term

Home > Student > Student Registration > Select Term

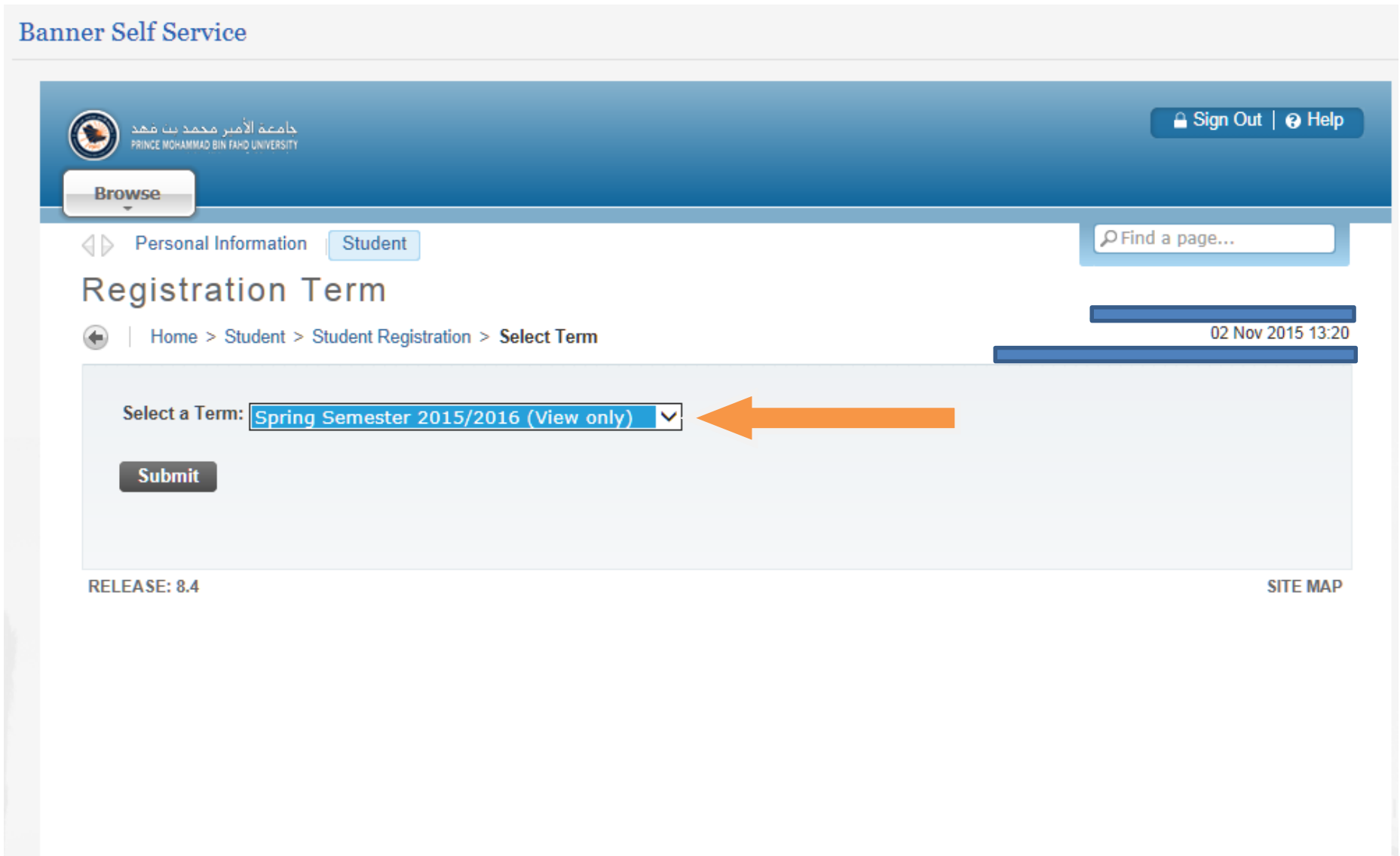
02 Nov 2015 13:20

Select a Term: **Spring Semester 2015/2016 (View only)** ▼

Submit

RELEASE: 8.4

SITE MAP



5. Your primary advisors name will appear on this screen about halfway down on the page. In addition to your academic advisor, your “class” is also specified in this page.

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PRINCE MOHAMMAD BIN FAHD UNIVERSITY

Sign Out | Help

Browse

Personal Information Student

Find a page...

## General Student Record

Home > Student > Student Records > General Student Information

Spring Semester 2015/2016  
02 Nov 2015 13:22

### Student Information effective from Spring Semester 2011/2012 to The End of Time

<b>Registered for Term:</b>	No
<b>First Term Attended:</b>	Spring Semester 2012/2013
<b>Last Term Attended:</b>	Summer Semester 2014/2015
<b>Status:</b>	Active
<b>Residence:</b>	Saudi
<b>Citizenship:</b>	Saudi
<b>Student Type:</b>	Continuing
<b>Rate:</b>	Old Fees Schema
<b>Class:</b>	Sophomore
<b>Primary Advisor:</b>	SAIFEDDIN AL IMAMY
<b>Primary Advisor Type:</b>	Major

### Curriculum Information

**Current Program**  
Bachelor of Science

**Level:** Undergraduate

FOR FURTHER CONCERNS, PLEASE EMAIL US AT:

[registrar@pmu.edu.sa](mailto:registrar@pmu.edu.sa)

THANK YOU,

Deanship of Enrollment & Registration