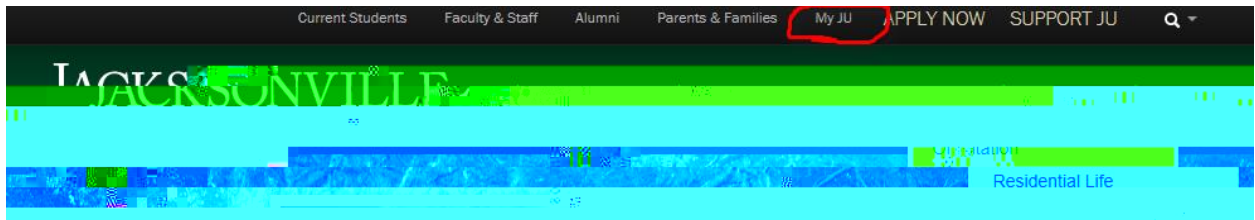


# Parent Access to WebAdvisor

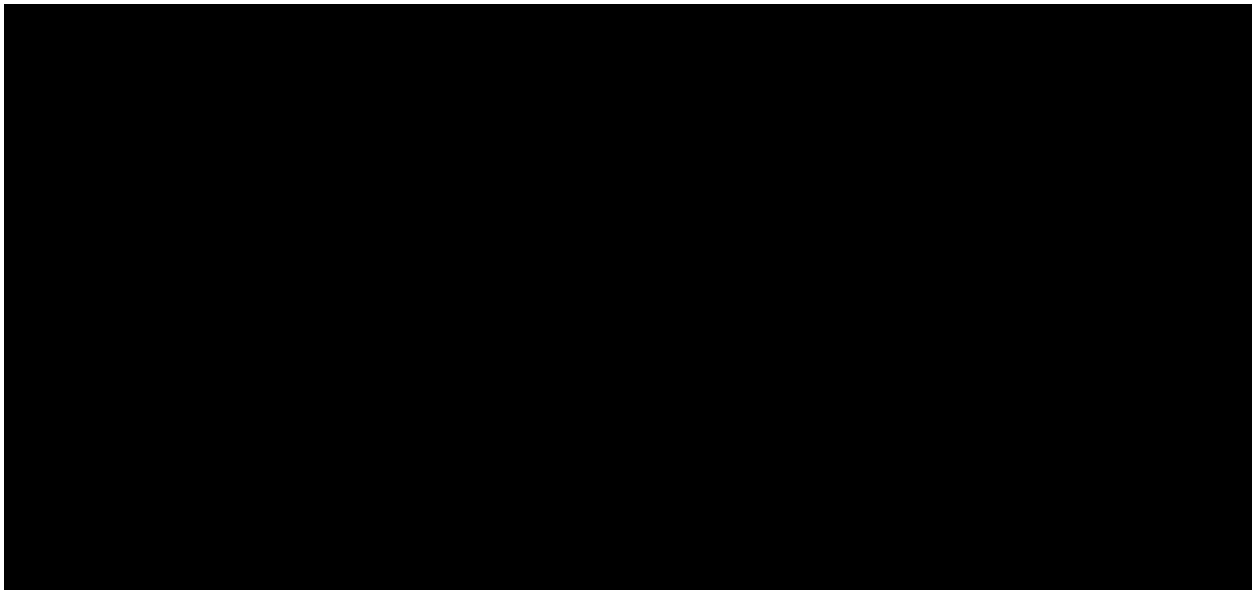
July 2014

Student instructions to grant Parents or others access to view their WebAdvisor Account

1. Student goes to My JU page



2. Student clicks to go to MY JU Portal



3. Student signs-in

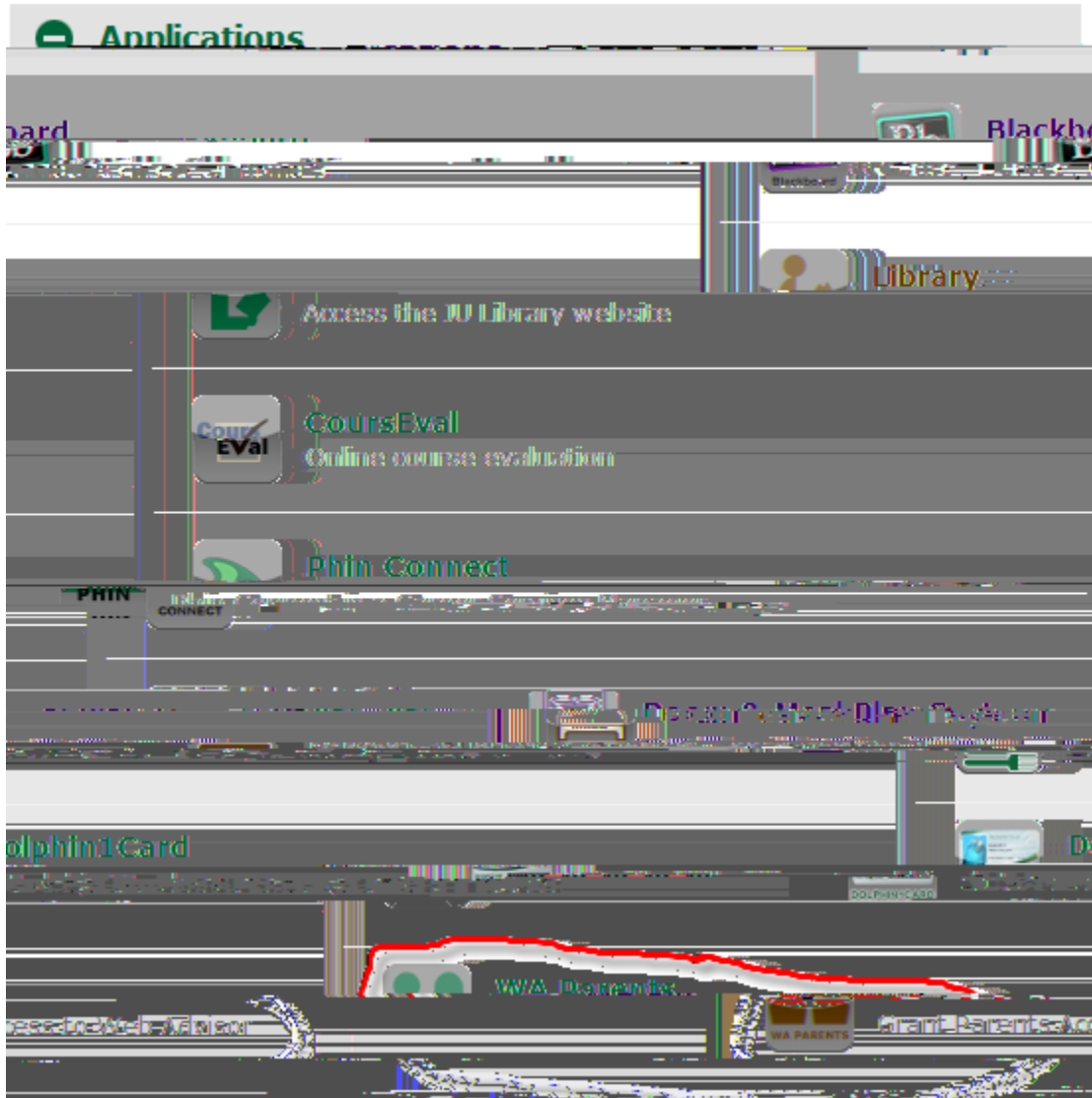
## Sign In

Type your user name and password.

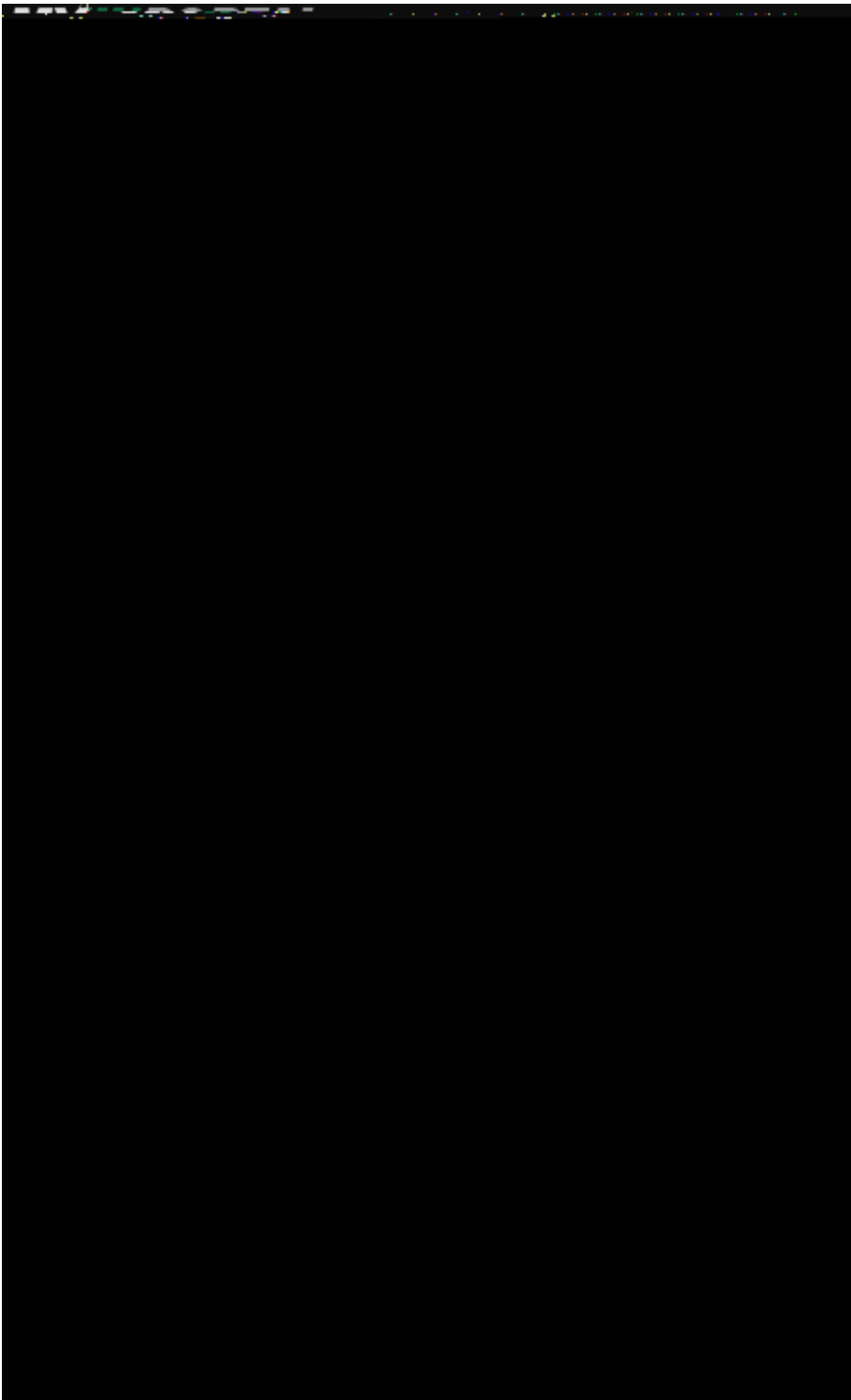
User name:

Password:

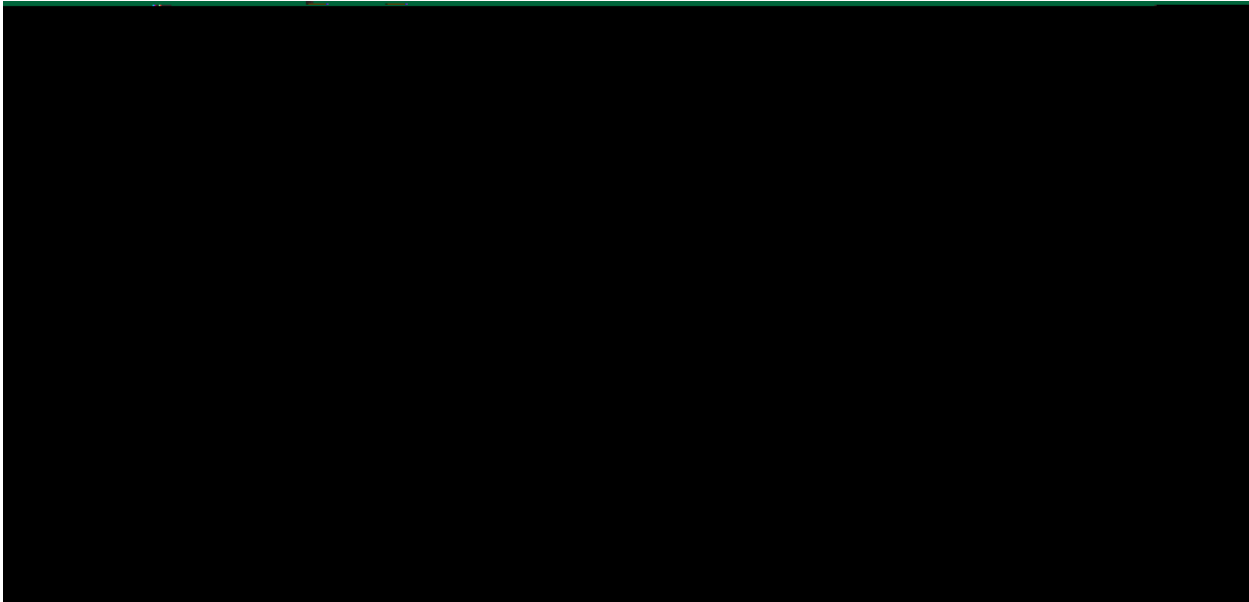
**4. On the MY JU Portal page, under Applications, click on WA Parents**



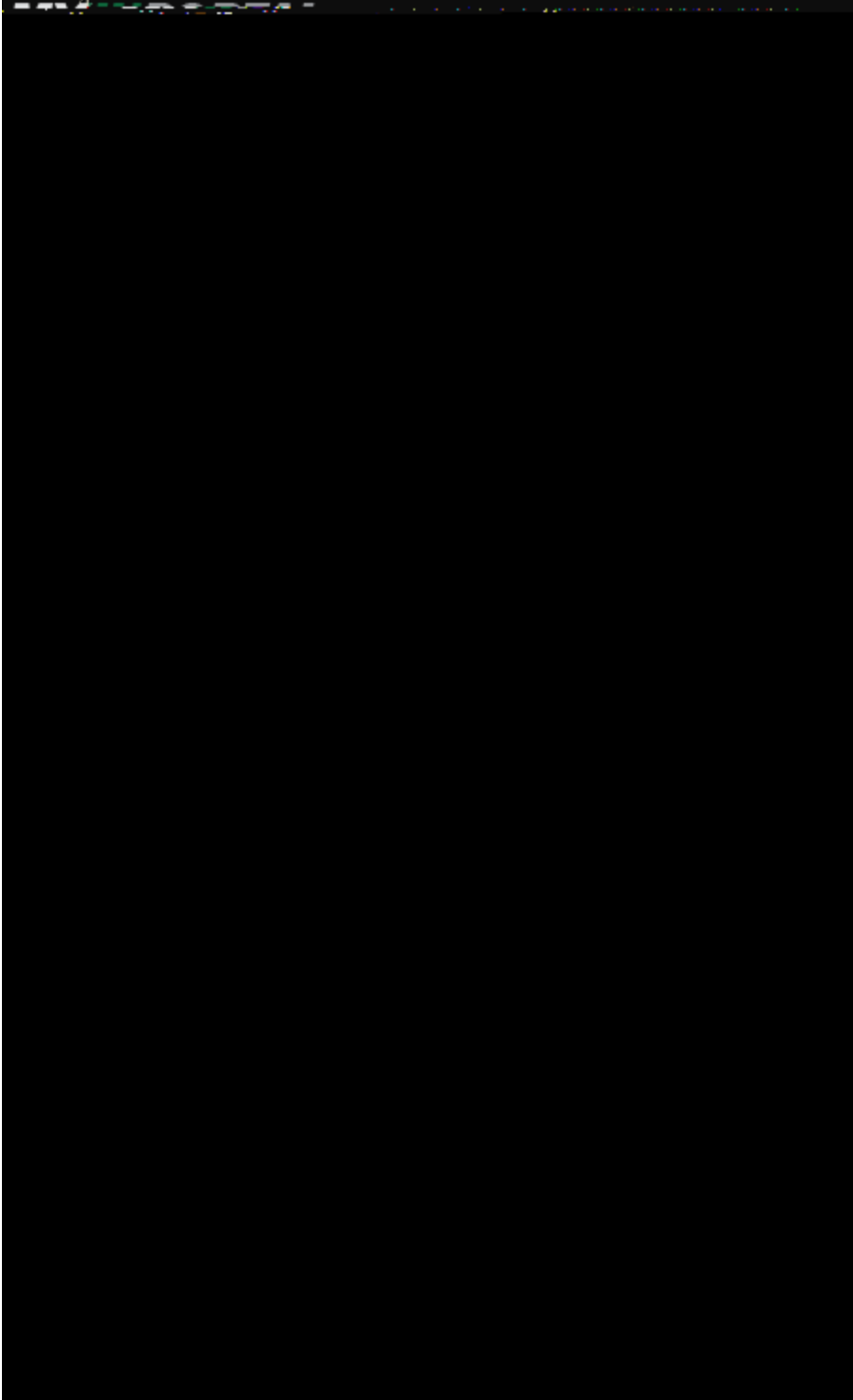
**5. Click Add User and complete requested information**



**6. Once the Web Account is created, the parent will activate their account from the MY JU Landing page**



## **7. Complete requested information and hit submit**



The password selected **MUST**:

Contain 8 characters *or more*

Contain characters from **3** of the following **4** character classes:

1. Alphabetic Lowercase (e.g., a-z)

2. Alphabetic Uppercase (e.g., A-Z)
3. Numeric (i.e. 0-9)
4. Punctuation and other characters (e.g., !@#\$%^\*()\_+|~=-\{}[]:"';<>?,./)

The password **MUST NOT**