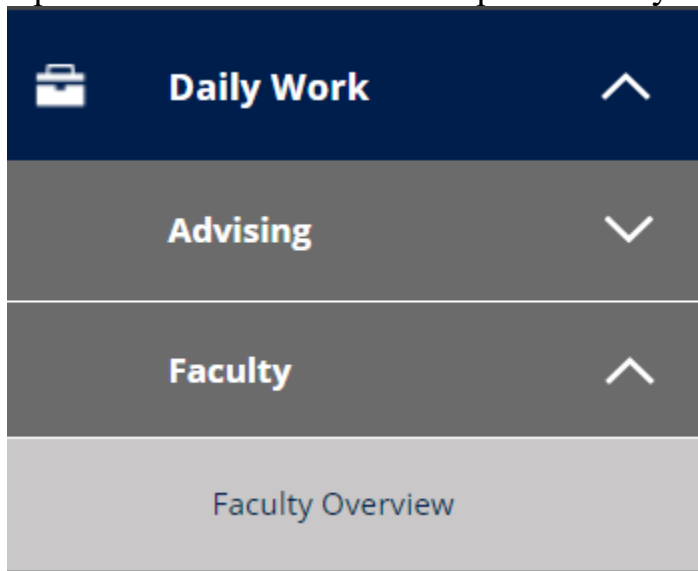


Instructor use of Add Authorization:

Start by logging into WarriorWeb → Faculty Menu → Student Planning to get to Self-Service.

Open the Briefcase Icon and expand Faculty to get to the Faculty Overview.



Select a course by clicking the hyperlink.

[Daily Work](#) • [Faculty](#) • [Faculty Overview](#)

Manage your courses by selecting a section below

Fall 2019		
Section	Times	Locations
MATH-144-01: Trigonometry	M/W/Th/F 9:00 AM - 10:00 AM 8/6/2019 - 10/11/2019	TBD Lecture
COMM-204-01: Public Speaking	M/W 3:00 PM - 4:15 PM 9/3/2019 - 12/13/2019	Activity Center West, 135 Lecture

Click the Permissions Tab and the Add Authorization feature.

Daily Work · Faculty · Faculty Overview

Section Details

[< Back to Courses](#)

MATH-144-01: Trigonometry

Fall 2019
On Campus

M/W/Th/F 9:00 AM - 10:00 AM
8/6/2019 - 10/11/2019
TBD

Seats Available 15 of 25

Waitlisted 0 of 10

Roster **Permissions**

Faculty Permissions

Choose one of the categories below :

- Requisite Waiver**
Waive prerequisites so that a student can register for the course.
- Faculty Consent**
Review and manage faculty consent.
- Student Petition**
Review and manage student petitions.
- Add Authorization**
Review and manage add authorizations

Use the search box to find the student. Look up by name or full seven digit ID.

Roster **Permissions**

[< Back To Faculty Permissions](#)

Student Add Authorization

Currently there are not any Add Authorization Codes.

awarrior, ryan

- Awarrior, Ryan B.
Mathematics: Secondary Education

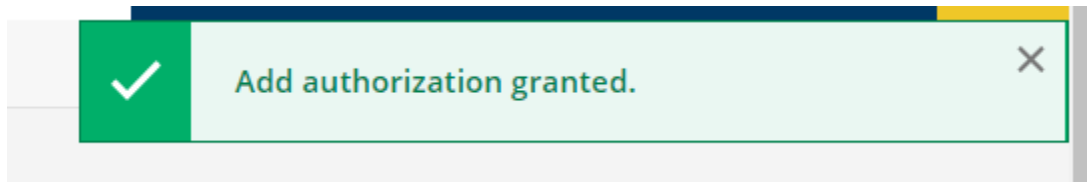
When found, click the student's name to add and 'OK' confirm your choice.

Add Authorization Confirmation

Do you want to grant an Add Authorization for **Awarrior, Ryan B.**?


Cancel OK

Confirmation is displayed in upper right corner by login information.



Student is now on the list, indicating add permission granted.

Student Add Authorization awarrior, ryan

Student Name	Student ID	Authorization Code	Status Date	Status	
 Awarrior, Ryan B.	<input type="text"/>		8/23/2019 4:07:44 PM	Revoke	


If you change your mind and don't want to allow the student in the class, click the Revoke link.

The student can now log into WarriorWeb and register for your class.

When student is added to the class, they will appear on the Roster, and as Registered on the Add Authorization tab.

[Back To Faculty Permissions](#)

Student Add Authorization Student Name or ID

Student Name	Student ID	Authorization Code	Status Date	Status	
 Awarrior, Ryan B.	<input type="text"/>		8/23/2019 4:07:44 PM	Registered	