## Paper grade reports are no longer sent out automatically.

## ACCESSING YOUR GRADE FROM WORCESTER STATE UNIVERSITY

First time students will receive a letter from the IT Dept with their student ID listed.

Your student ID number is only issued once and should be kept in a safe place. You will need your ID # for all your interactions with the university.

Go to https://community.worcester.edu

Under Login Here enter your WSC Username and Password – click Login Scroll to bottom right-hand side of Student Central screen (tab) to locate the WebAdvisor module Click the "Click Here" for Student Menu link Click WA (WebAdvisor) Login Enter your WSC Username and Password (AGAIN) and click "submit" Click on "students"

Click the box to the left of the Term you wish to view and click submit.

If you encounter problems, call 508-929-8856.

## YOU MUST RESET YOUR PASSWORD EVERY 90 DAYS

In order to do so:

Click on "grades" link

Go to https://community.worcester.edu

Click WSC Network Password Reset

Scroll down and enter 7 digit Student ID

Last 4 digits of social security number

Date of Birth (make sure your SS number and date of birth are on file at WSC)

Passwords are case sensitive and must contain at least 8 characters, a combination of both upper case and lower case letters and at least one number. User names are all lower case letters (jsmith not JSmith)