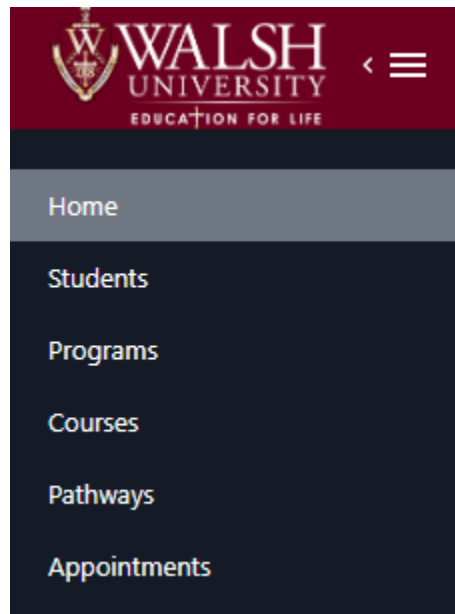


In this guide, the following topics will be covered:

- A. Home
- B. Student Profile
- C. View your Progress
- D. Messaging in Stellic

Home

Home is your dashboard to all things Stellic. The link for Home is at the top left hand menu tab as well as your default landing page when you login.



Track

Track your course completion and remaining program requirements. This is also commonly known as the degree audit. Clicking on See Progress button will bring you to your student profile and degree audit. Clicking on the Track Progress link in the menu will also bring you to your degree audit.

Track

✓

Graduation Requirements

Enrolled

BS in Business Administration Comprehensive Undergraduate Certificate

Remaining

2 courses 6 credits

See Progress

Tip: To review remaining requirements that includes program and institutional requirements, select the "Remaining" audit view. This is only available in the official degree audit. Requirements outlined with dashed lines have multiple courses that could fulfill the requirement; requirements outlined with a solid line have a specific course that fulfills that requirement.

Official ⓘ

Planned ⓘ

↺

Last computed

Full Audit

Full Audit

Compact

Remaining

Expanded Audit

All Remaining

Plan

This is where you and your advisor maps out future courses by semester. Click on the Go to Planner button to access your Student Plan and Pathway. Clicking on the Plan your Path link in the menu will also bring you to your plan.

Plan

Ⓐ

Your Pathway

Planned

4 Courses (Spring 2026)

1 more course to plan

Go to Planner

Schedule

Visualize your course schedule in a weekly view, even add activities to keep all of your weekly commitments in one place. Click [Go to Week View](#) button to access your weekly schedule that was built in your student plan. Clicking on [Schedule Semester Year \(Schedule Fall 2026\)](#) link in the menu will also bring you to your weekly schedule.

Schedule



Your Courses

Scheduled for Spring 2026

4 courses - 4 sections
No activities

[Go to Week View](#)

Tip: The Scheduled for Spring 2026 heading provides an at a glance summary current semester courses that you are enrolled in.

[< back to plan](#)

Primary Plan Spring Year 4 ...
21 credits

Today < > April 2026 (GMT-05:00) Central Time - Chicago 5 Days

	13 MON	14 TUE	15 WED	16 THU	17 FRI
08 AM					
09 AM					
10 AM					
11 AM					
12 PM		CDIS 488 Senior Seminar 01		CDIS 488 Senior Seminar 01	
01 PM		CDIS 470 Professional Issues in Speech/Language		CDIS 470 Professional Issues in Speech/Language	
02 PM					
03 PM					
04 PM					
05 PM					
06 PM					

Courses All Semester Blocks

Auto Generate Schedule

CDIS 415
Aural Rehabilitation
Spring Regular Academic Session, Kearney
SPRING REGULAR ACADEMIC SESSION 02 (14130) Enrolled

CSP 418
Introduction to Counseling and Social Advocacy
Spring Regular Academic Session, Kearney
SPRING REGULAR ACADEMIC SESSION 01 (14762) Enrolled

BIOL 110
Introduction to Epidemiology
Spring Regular Academic Session, Kearney
SPRING REGULAR ACADEMIC SESSION 01 (14588) Enrolled

CDIS 470
Professional Issues in Speech/Language Pathology
Spring Regular Academic Session, Kearney
SPRING REGULAR ACADEMIC SESSION 01 (14024) Enrolled

CDIS 488
Senior Seminar
Spring Regular Academic Session, Kearney
SPRING REGULAR ACADEMIC SESSION 01 (15030) Enrolled

Professional Electives
BSED in Communication Disorders Comprehensive

Professional Electives
BSED in Communication Disorders Comprehensive

Add Courses +

Semester Course Summary

In the Home dashboard there will be a table of your semester course details.

Spring 2026			5 courses	15 credits	0 activities
CDIS 470	Professional Issues in Speech/Language Pathology		120 Overall Hours Required	3 credits	Enrolled
	SECTION 01	INSTRUCTOR Madison Berg	TIMINGS Tu Th 12:30pm-01:45pm		
BIOL 110	Introduction to Epidemiology		120 Overall Hours Required	3 credits	Enrolled
CDIS 488	Senior Seminar		120 Overall Hours Required	3 credits	Enrolled
CDIS 415	Aural Rehabilitation		120 Overall Hours Required	3 credits	Enrolled
CSP 418	Introduction to Counseling and Social Advocacy		120 Overall Hours Required	3 credits	Enrolled

Explore

Thinking of a program change? Here you can explore pathways and evaluate what courses would be needed.

Pathways

Relevant to you

Communication Disorders Comprehensive, BSED (2024-25)
by Lisa Neal
BSED in Communication Disorders Comprehensive

Communication Disorders Comprehensive, BSED (2025-26)
by Olivia Whittaker
BSED in Communication Disorders Comprehensive

view all →

Tip: Clicking on View All, will lead you to the available pathways included by your current program. Learn more about pathways. You can also access course, program and pathway information from the Explore link in the menu.

Advisors

See all of your assigned advisors and their contact information. You can also message them through Stellic's messaging tool.

3 Members
[+ Add to my Advisors](#)

 **Ladan Ghazi Saidi**
Primary Advisor
ghaz...unk.edu

[Send Message](#)

 **Morgan Semm**
Advisor semmm@unk.edu

[Send Message](#)

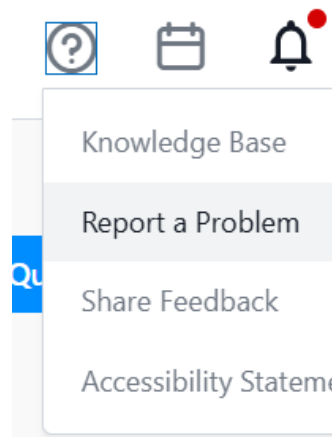
 **John Falconer**
Advisor falc...unk.edu

[Send Message](#)

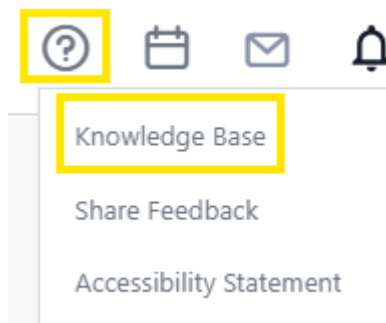
Tip: Clicking on the advisor's email address will give you the option to copy that address. Clicking on Send Message button will open up the Stellic in app messaging tool. Learn more about messaging in Stellic.

Home Actions

In the upper right-hand corner of any page in Stellic you will find the links for: Help Menu, Calendar, Messages, Notifications and Profile Menu Setting.

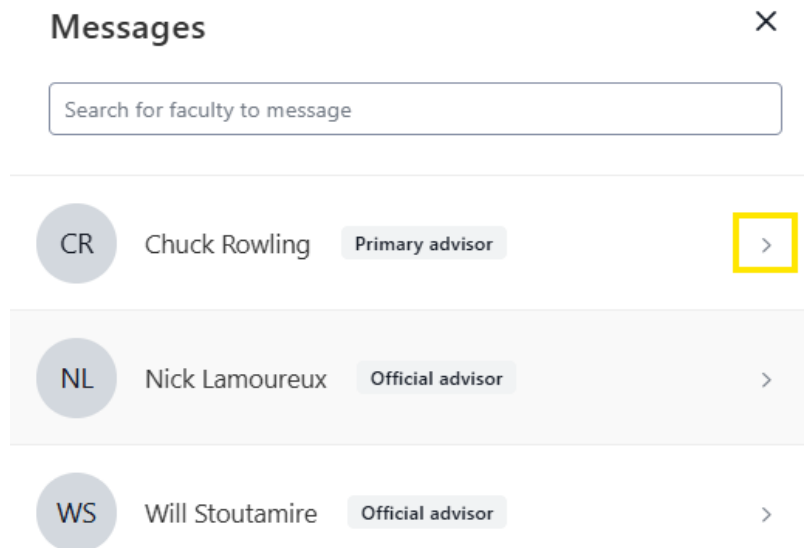


Help Menu: This dropdown will direct you to Stellic Knowledge Base, which is Stellic's training and reference guide for all of Stellic tools and features. These steps and instructions are general, and not specific to Walsh.



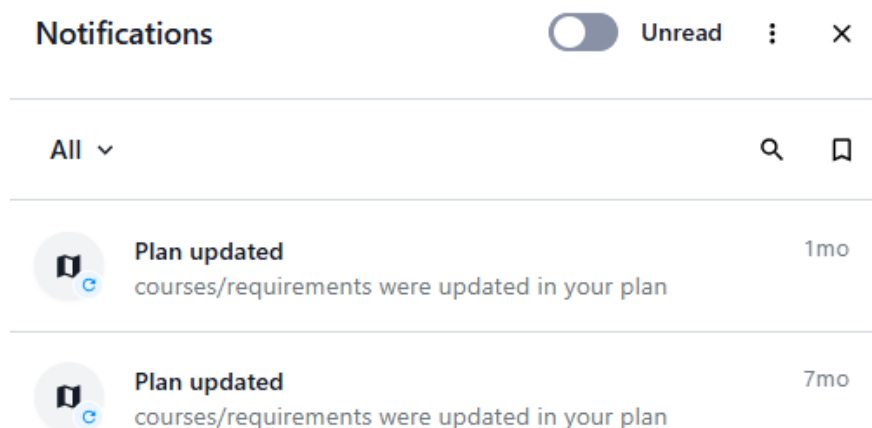
Calendar: The Calendar icon will bring you to the academic calendar that is also found in coming up section of the Student Home.

Messages: Clicking on this link will take you to your Direct Messages, where you can see your conversation history with your advisors.



Notifications: When you receive a notification it will land in your Stellic inbox. The inbox serves as a searchable feed for notifications that come through Stellic. You are able to filter for what's relevant, bookmark what you'll come back to, and navigate directly to the source of each notification.

User Settings: In the user settings you can view your campus, class level, advisor list, update notification settings, update interests, audit viewing settings, and set accessibility preferences.



Student Profile

The Track Progress link in the menu will bring you to your student profile and degree audit. The student profile provides basic student information such as Student ID number, email address, degree programs, catalog year, GPA, student tags, advisors, interests, active enrolled courses.

Student Demographics

JW

Jennifer Wine

jwine | jwine@walsh.edu

Senior

Bachelor of Arts-SBS

+ Add or edit programs

Degree Completion EY 2025 (Summer 2026) Spring 2028 (GMT-04:00) Eastern Time ... Transfer Student (TR)

Undergraduate

Unreviewed Plan

Mark Changes as Reviewed

Actions

Official Progress

All Courses

5

2

6

Milestones

1

1

Current Student Information

The following section of the student profile provides additional student details.

Advisor

KP

Krista Phillips

Primary

Primary Advisor

@

Stellic Engage

Spring '26

CGPA

4.00

Interests

No interests added

Tip: Courses that are planned but not yet registered with the institution will show a red asterisk. Or courses with a (W) indicate the course has been withdrawn. Click on the enrolled course for details, such as meeting times, instructors, section, course description and more.

Profile Navigation

Progress 1

Plans 2

Courses 3

Notes 4

Requests 5

The audit is a tool to help students and advisors track degree progress. Students should consult with the advisors on degree progress.

Official

Planned 6

7 Full Audit

Profile Actions

Found on the top right corner of the student profile are the action buttons. Click on the printer icon to print or download an audit report or the clock to see *Change History*.



Change History

To view the history of changes to your audit such as exceptions, program and plan changes click the clock icon in the top right of your profile page. You can view the history of actions made by advisors, registrar staff or data updates on your plan. You can see actions to the entire plan, or actions done to a certain semester, using the drop-down menu at the top as well as who made the and when.

Change History BETA

×

Filter Plan Actions

Entire Plan ▼

April 2026

ⓘ

"Activate Student in Stellic" and "HS-Spanish" student_tags were added to 94091814
9 days ago by unk

ⓘ

"Activate Student in Stellic" and "HS-Spanish" student_tags were added to 94091814
12 days ago by unk

+

Basic Sports Activities Options placeholder added to Year 2 Spring
12 days ago by Matt Jones

⊗

Basic Sports Activities Options placeholder removed from Year 2 Spring
12 days ago by Matt Jones

View Your Progress

The student progress tab shows the degree audit which outlines program requirements and progress towards completion.

Audit Types: Official & Planned

The **Official** view shows any programs that you have officially declared (E-FORM). It also displays any completed, in progress and future term enrolled courses.

The **Planned** view shows any programs that you have officially or unofficially added to your plan. It will also display any courses completed, registered for, or added to your planner for future terms.

When reviewing your audit, you can toggle back and forth between the official and planned audit by selecting the appropriate option. The option that has been actively selected appears in a darker shade.

Tip: Please pay attention to which audit type you are viewing when as Official and Planned do not always provide the same information. The default audit view is the Official view.



Stellic Progress Icons

Stellic uses a variety of icons and colors to indicate the status of courses and requirements throughout a student's audit.

Color Coding: Green indicates a course or requirement has been satisfied. Dark Orange indicates a course or requirement is in progress. Light Orange indicates a course or requirement has been selected as planned.

Tip: When reviewing an audit, hovering your cursor over an icon, an explanation of that icon or how it is being used will appear. This is helpful when interpreting the status of courses and requirements.

Icon	Description
	A course or requirement has been satisfied.
	A course or requirement is in progress.
	A registered course in a future term, or a requirement with a future registered course.



A planned course, or requirement being satisfied with a planned course.



A remaining course or requirement; a number will appear in the box indicating the specific number of remaining credit hours.



A completed milestone.



A milestone that will be satisfied by a registered course.



A remaining milestone.



A planned milestone.

Additional Information: To provide more insight into how courses are being applied, additional Icons will be placed on the right side of a course or requirement heading.

Icon

Description



Course is counting toward multiple requirements.



Course is being used as a equivalent to the required course.



Additional information that requires attention. Examples: Course taken but grade requirement was not met, or course is not being counted due to overlap/duplication.

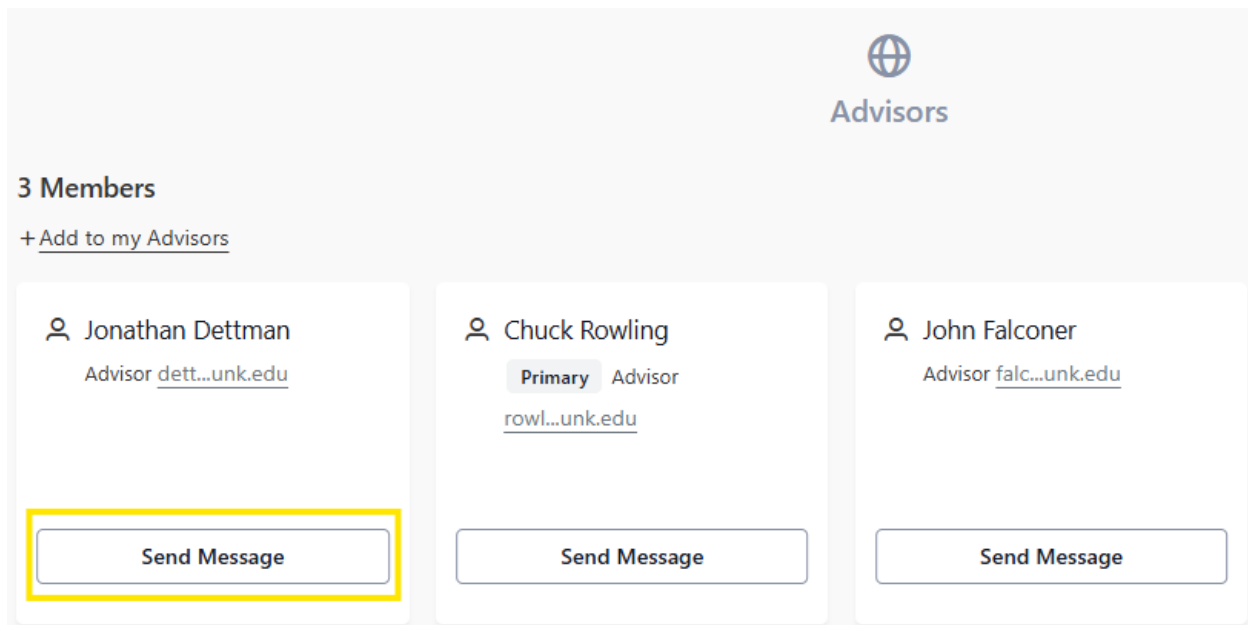


Course is fulfilling a parent requirement and may appear in multiple locations.

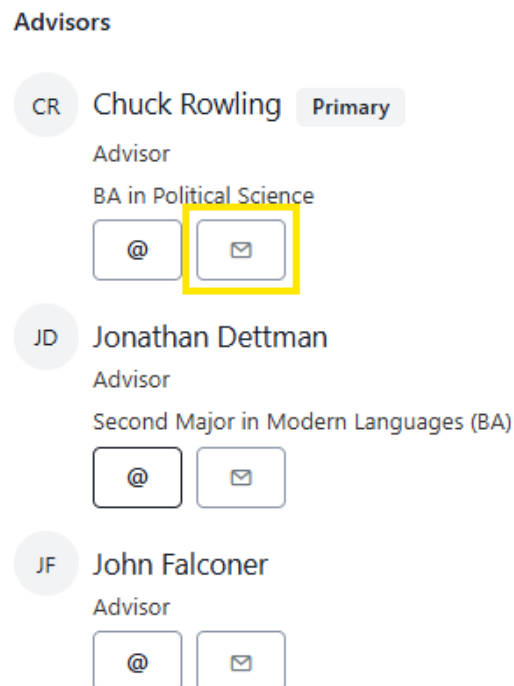
Messaging in Stellic

Message Your Advisor Using Stellic

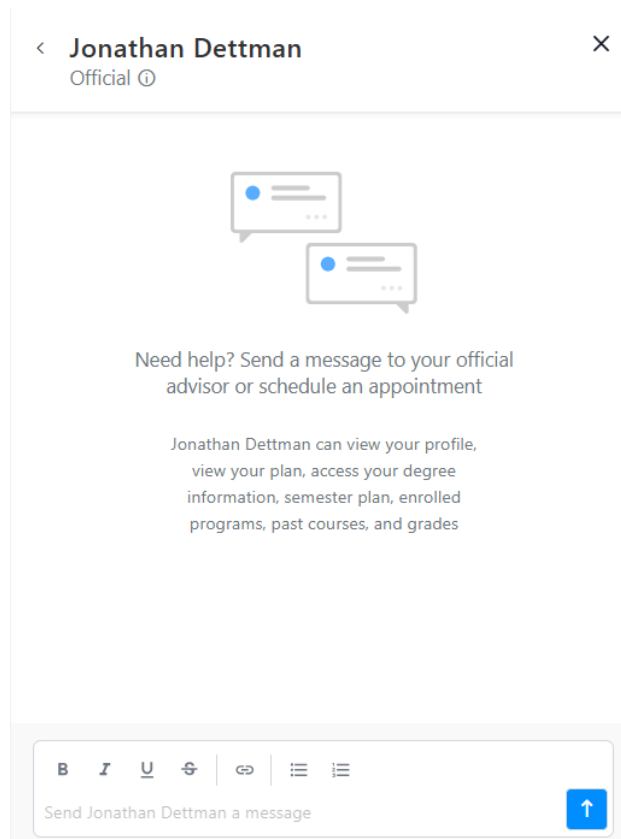
In Stellic you can send 1:1 message to your advisors. From the Student Home you can find your advisors listed at the bottom of the dashboard page.



Also, from your Student Profile, at the top of your audit, you can click on the Envelope button to open up the messaging box.



Click on the *Send Message* button, and the messaging dialog box will appear. Here you can communicate with your advisor to stay up to date on advising appointments and to connect when building your student plan.



Notification Settings

Stay informed about your academic journey with Stellic's notification system. You'll receive updates both by email and within the Stellic platform when important changes occur.

Notification Types:

- **In-app notifications:** Appear in Stellic when you're logged in look for the notification bell in the top right corner.
- **Email notifications:** Sent to your student Walsh email.
- **Notification digests:** Multiple related notifications may be grouped together in a single email that send daily.

Managing Your Preferences

You can control when and how you receive email notifications through your notification settings. Some notifications are sent immediately, while others are grouped and sent as digests to reduce email volume.

To change your settings, click on your student profile icon, in the top right corner of your Stellic page, then click on *Settings*.

Next click on the "Change Notifications Settings"

 Email, in-app and texting settings have moved to Notifications.
[Change Notification Settings](#)

Email Notifications: Messages

This setting controls how you are notified via email of messages (ex. if an advisor comments on your plan). You will always receive an in-app notification, regardless of your email settings.

How frequently would you like to be notified?

Daily

Email Notifications: Plan updates

This setting controls how you are notified via email when any change is made to your audit, plan, or schedule by an administrator or a data refresh. You will always receive an in-app notification, regardless of your email settings.

Daily

Instant

Daily

When You'll Receive Notifications

Your Academic Plan: When your advisor adds activities, classes, or requirements to your plan, you'll receive:

- An in-app notification immediately
- An email notification within 5 minutes (this slight delay allows similar updates to be grouped together)

Notes from Your Advisor: When your advisor creates a new note that's visible to you, you'll receive:

- An in-app notification immediately
- An email notification within 5 minutes

Edited Notes: If your advisor edits an existing note, you won't receive a new notification—the original note is simply updated.

Changes to Advising Meeting Minutes: When your advisor edits meeting minutes from your appointments, the content is updated but no new notification is sent.