Pacific University
Online Registration
Recording an Advising Appointment

To check that an advising appointment was recorded, log on to BoxerOnline, click the FACULTY MENU tab, and then click Advising Appointment Confirmation.

**FACULTY - WEBADVISOR FOR FACULTY MENU**

You will see an alphabetical list of your advisees for this term and their majors. If you previously indicated that any had their advising appointment, you will see an Approval Date and a check in the Approved for Registration column.

Check the box for the appropriate student, then click SUBMIT. You cannot revoke approval through BoxerOnline. If you need to do so, please contact the Registrar’s Office at 503-352-2793 or registrar@pacificu.edu.