How to Access the Advisee Student Center

Advisee Student Center is a centralized page to access academic records, advisement reports, and other advisement tools.

1. Open your browser and go to http://myci.csuci.edu or connect through www.csuci.edu and click on the myCI icon.

2. On the sign-in page:
   a. Enter your Dolphin Name* (ex. first.last###)
   b. Enter your Dolphin password*
   c. Click on "Sign in" to log in.
*Both are case sensitive.

3. Once you are logged into myCI, click on CI Records in the Services section.

4. Navigate: Main Menu > Self Service > Advisor Center > My Advisees

5. Click on "View data for other students"

6. Enter the student ID (or another search parameter) and click on search.

7. Click on the "other academics" drop down to access:
   b. Course History
   c. Exam Schedule
   d. Grades
   e. Unofficial Transcripts
   f. Transfer Credit Report
   g. What-If Report

For assistance with the Advisee Student Center, please email Student Systems EnrollmentManagementTicket@csuci.edu