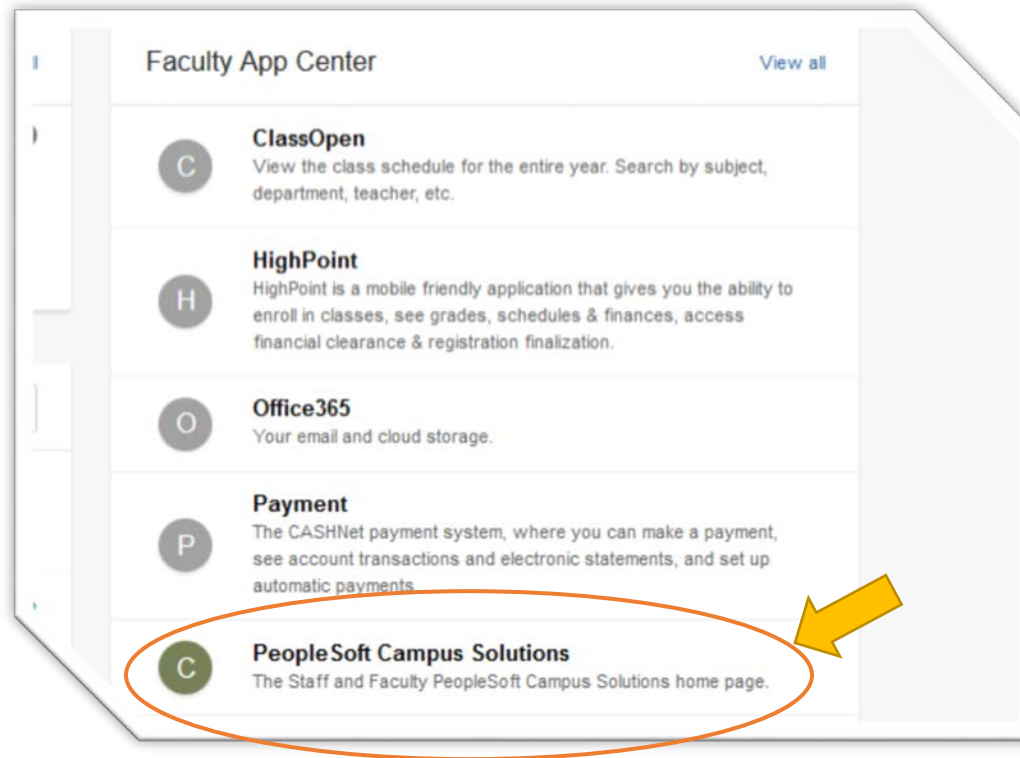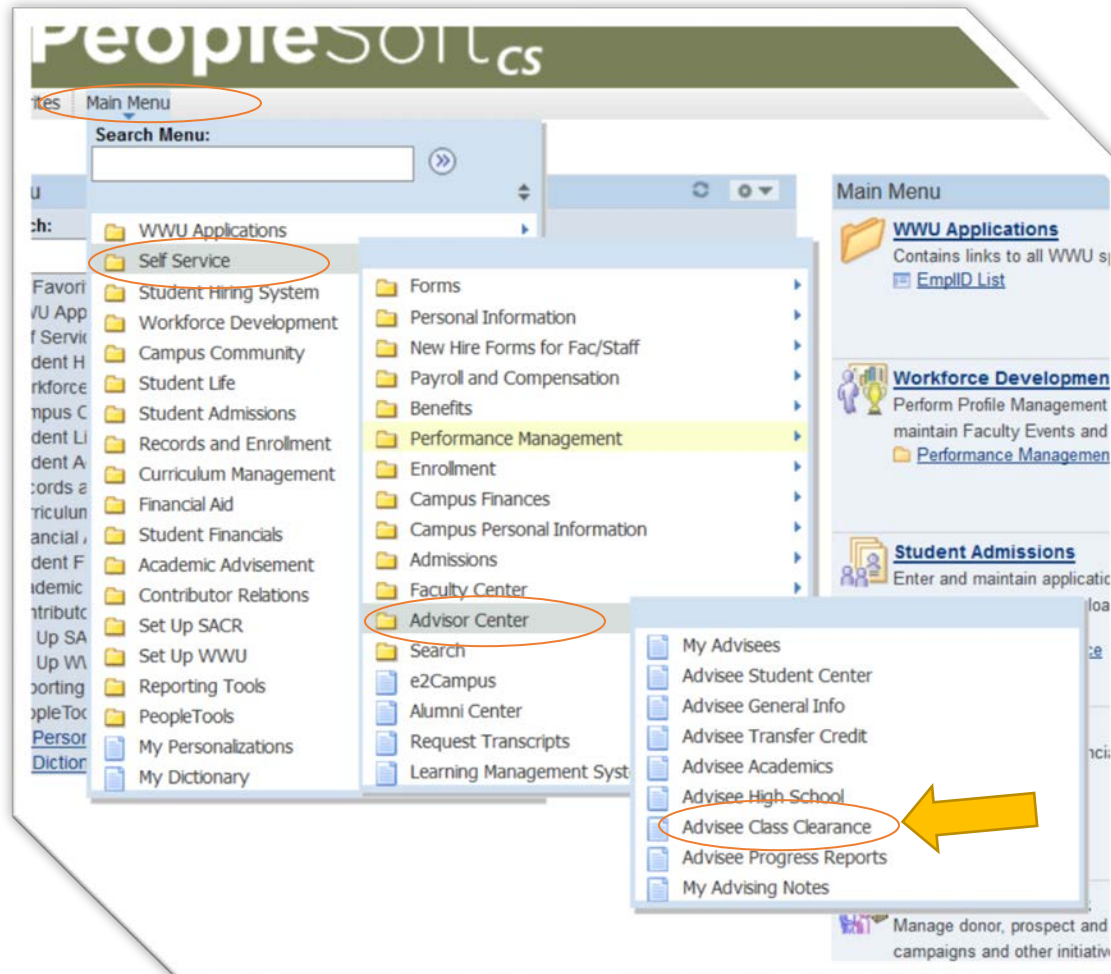# Advisee Clearance

1. Login to **MyWWU**

2. Click **PeopleSoft Campus Solutions**

3. **Accessing Advisee Clearance List**

Main Menu>Self Service>Advisor Center> Advisee Class Clearance

4. Class Clearance

a. **Review term** at top of Page

b. Click green **"Class Clearance'** button

Only provide clearance for the advisees you have met with. If you are meeting with a Junior or Senior whom can register for all quarter, provide clearance for Fall, Winter, and Spring quarters.