Getting Started with PeopleSoft Campus Self Service

The University of Houston System's Student Information System (SIS) newest version (9.2) has a new look and feel. You will navigate through the database slightly differently and you will get used to terminology like Homepages, Tiles, Navigation Bar, Navigation Collections, etc.

Logging In

Log into your Campus Solutions PeopleSoft account by navigating to AccessUH (https://accessuh.uh.edu/login.php). You will then select the myUH Self Service icon.

Fluid User Interface

The Fluid User Interface was designed to be used on mobile devices, but can also be used on a laptop and desktop. The Fluid User Interface is more than a mobile platform; it is responsive and recognizes the device form factor being used and adapts the layout to optimize the user's experience.

Homepages

A Fluid homepage organizes navigation in an easy, familiar way for the user to access key parts of the PeopleSoft system.

9.2 Fluid User Interface
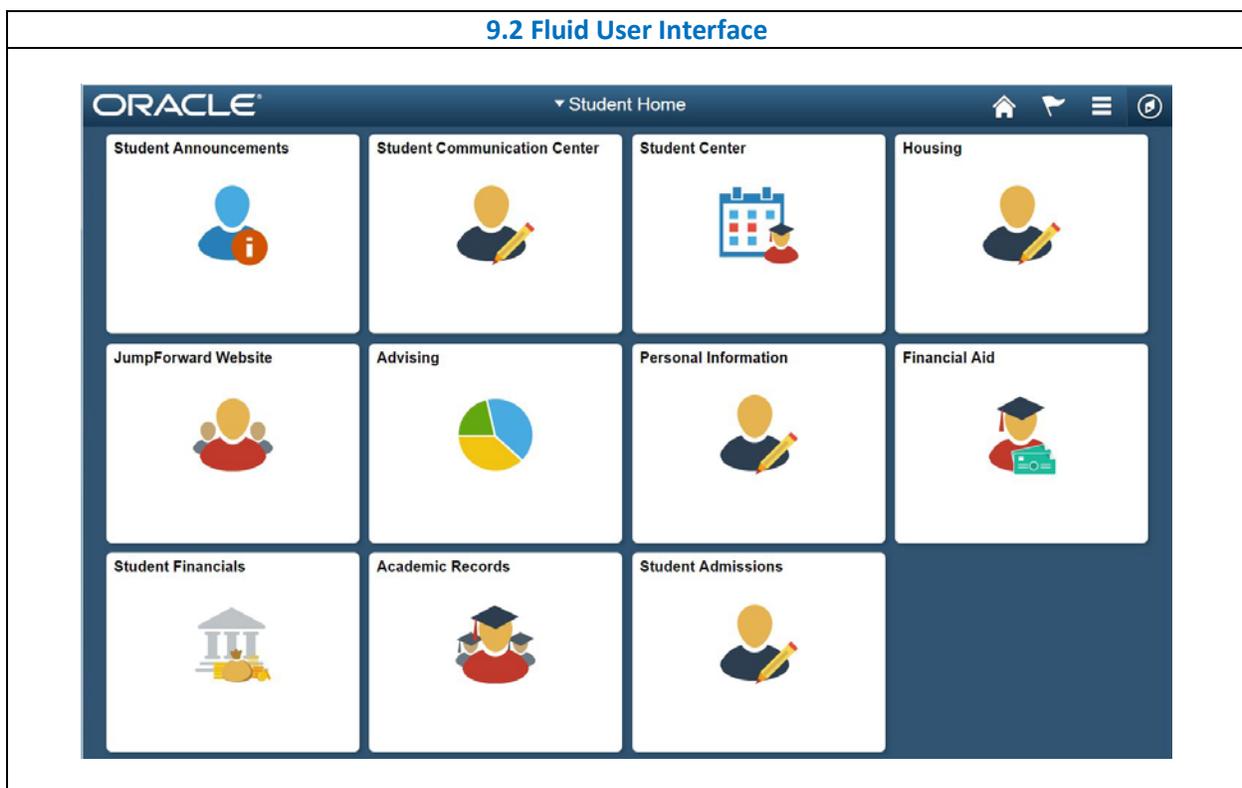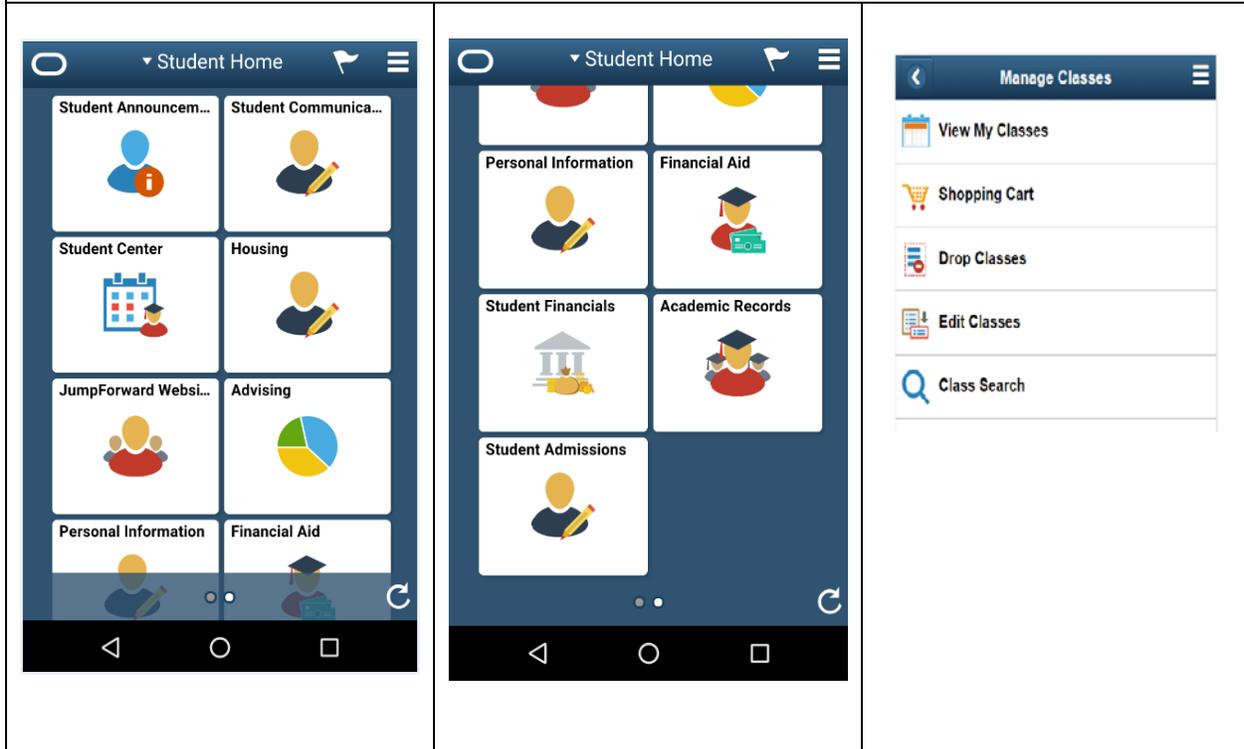
Tiles

Tiles on homepages are navigation points to functions you have access to in your myUH account. For example, selecting the Personal Information tile on the Student Homepage opens a landing page that provides users with a number of informational and transactional links.
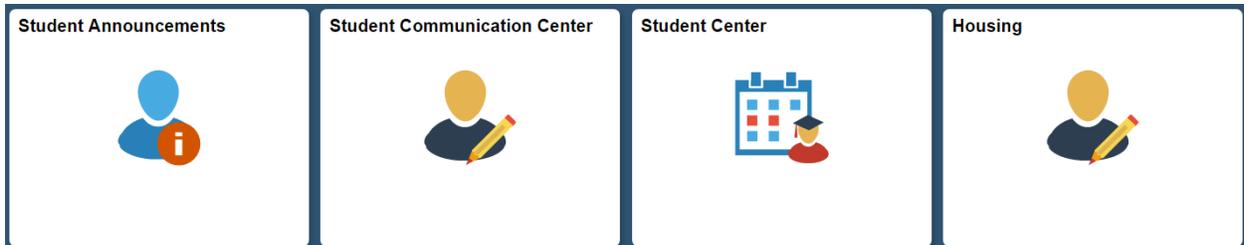
Common Elements Used with PeopleSoft Fluid User Interface

A standard banner appears at the top of every Fluid page. The banner includes the page title and these standard buttons:

(Home)   Select to return to the main PeopleSoft Homepage

(Notifications)   Select to view actions and alerts in a notifications window. *This functionality is currently disabled.

(Actions List)   Select to see a list of available actions for the current window. The Sign Out command is always available under this menu; as well as My Preferences and Help

My Preferences

Takes you to the My Preferences interface, where you can modify settings that control a variety options in the interface based on your preferences.

Users can set preference values for:

- Institution: Default value for users associated with more than one institution.
- Career: Default value for users with more than one career.
- Term: Specify Term user would like the system to default to for any pages the use term.
- Aid Year: Specify Aid Year user would like the system to default to for use in Financial Aid.

Campus Self Service Overview

Campus Self Service offers functionality that provides users with self-service access to information and transactions over the internet.

Student Center

The Student Center provides a single entry point for student related transactions. It presents information such as class schedule, enrollment dates and account information.
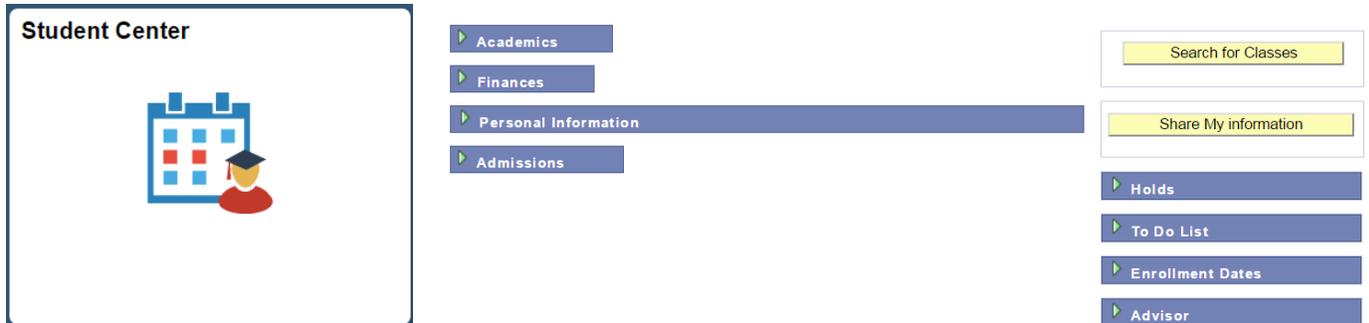
The sections displayed are:
- Academics – Displays enrollment information
- Finances – Displays Student Financials self-service transactions and account summary information
- Personal Information – Displays contact information
- Admissions – Displays Recruiting and Admissions self-service transactions
- Holds – Displays a list of hold items
- To Do List – Displays a list of to do items, which are pending checklist items or tasks
- Enrollment Dates – Displays a list of enrollment dates
- Advisor – Provides advisor information

Student Communication Center

The Student Communication Center provides a listing of communications that have been sent to the student. Currently only communications related to Admissions are listed.
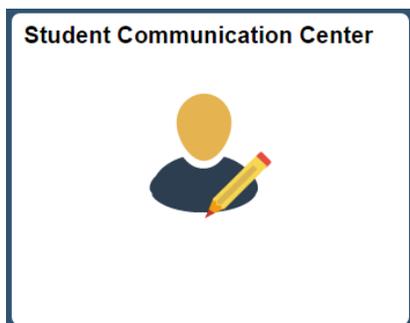
Student Announcements

Student Announcements provides important announcements from UH to all students.

Student Announcements
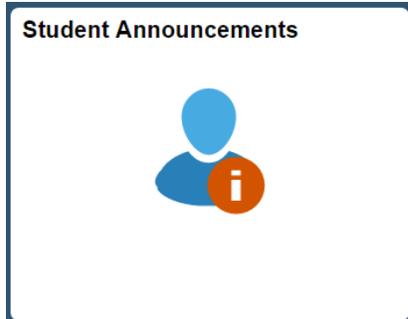
Student Announcements ✕

The following links open in a new window:

- Important term Enrollment Services Dates and Deadlines and other student resources. Click here

- View Summer and Fall 2015 Course Syllabi and Curricula Vitae. For more information, Click here

Personal Information

Personal Information provides an easy way for students to update basic personal information. It is also helpful for reviewing holds and to do items.

Personal Information

< **Student Home**

- **Addresses**
- Names
- Phone Numbers
- Email Addresses
- Emergency Contacts
- Ethnicity
- Demographic Information
- Privacy Settings
- Holds
- Housing
- Setup Security Questions
- Password Reset
- To Do List
- Settings ⌄

Student Admissions

Student Admissions provides an area for the student to check the application status, application fee payments and apply for UH Scholarships.
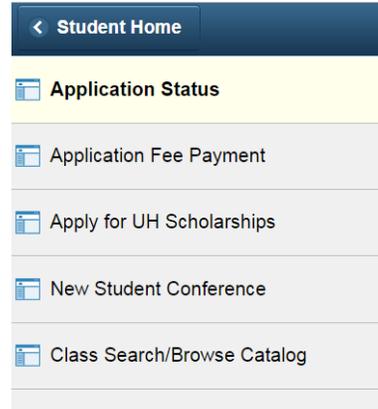
Academic Records

Academic Records shows enrollment information. The student can add/drop classes, view grades, view their class schedule, and browse the catalog along with other enrollment activities.
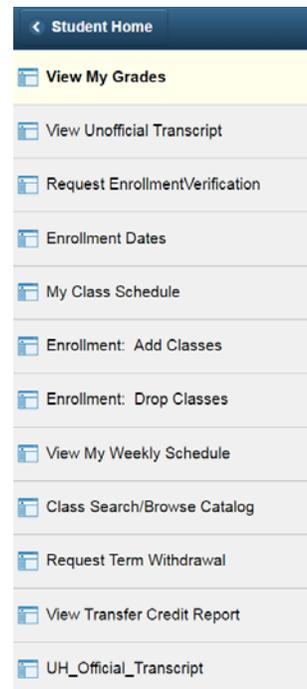
Student Financials

Students use Student Financials self-service to view outstanding charges, payments, financial aids and refunds.

Student Financials

< Student Home

- Make a Payment
- Charges Due
- Self Service 1098T
- Account Balance
- Payment Plans
- Pending Financial Aid
- Account Summary
- Self Service Refund Request
- Payment History
- Optional Fees
- UH in 4 Fixed Rate Tuition Pln
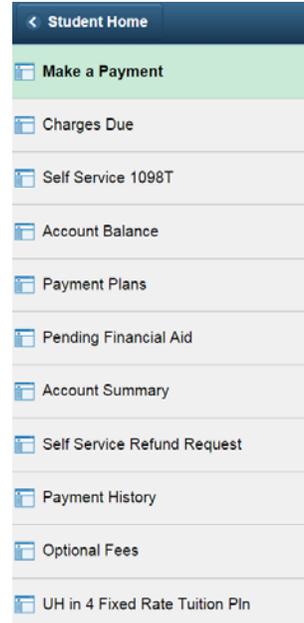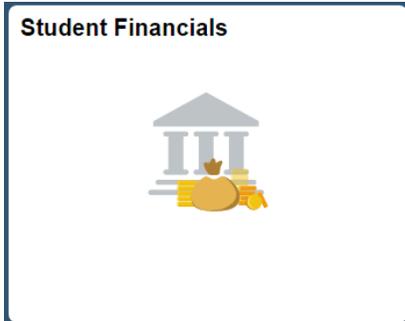
Financial Aid

Students can view their financial aid data by aid year or award period, and accept, decline and reduce awards.

Financial Aid

< Student Home

- Accept/Decline Awards
- View Financial Aid
- To Do List
- Apply for UH Scholarships
- FAFSA on the web link
- FSA ID Website link
- Student Loans link
- NSLDS Student Access link
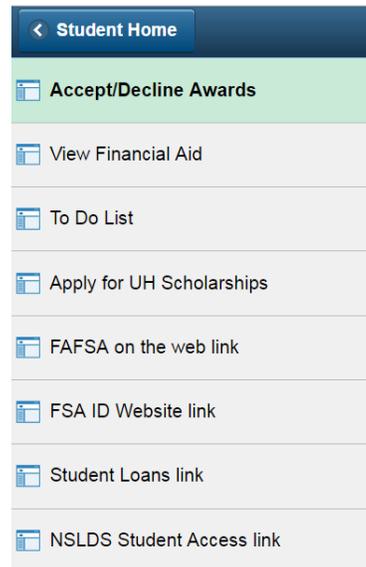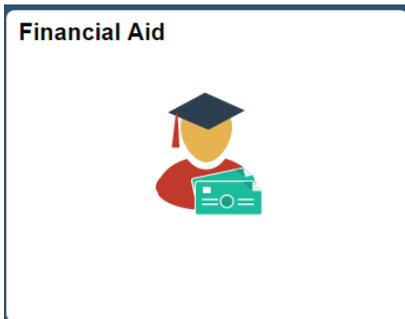
Advising

Students can view/set appointments with their advisor, access a list of advisors and view their graduation status.
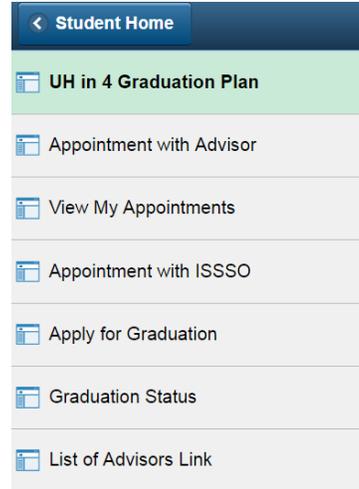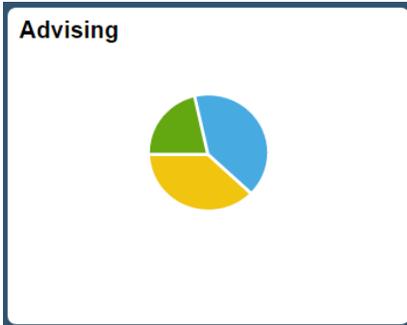
Housing

Students can request housing information.

JumpForward Website

This appears only for student athletes and will navigate the student to the JumpForward website.

JumpForward Website