WebAdvisor Quick Tips

Login
1. Log in to WebAdvisor at https://webadvisor.durhamtech.edu
2. Click on Login and follow the instructions to login and create your password

Register for Sections
1. Click on Register for Sections
2. Click on Search and Register for Sections
3. Select Term
4. Select Subject from the pull down list by clicking on the arrow
5. Enter the Course Number
6. Hit the Enter key or scroll down and click Submit
7. All sections of the courses will be displayed
8. Click on the box under Select Section for any course you want to take
9. Hit the Enter key or scroll down and click Submit
10. Your Preferred Sections will be displayed
11. Under Action, click on the arrow and select Register
12. Hit the Enter key or scroll down and click Submit
13. Your registration courses will be displayed

Drop Classes
1. Click on Register for Sections
2. Click on Drop Sections
3. Click on the box in the left hand column for any class you wish to drop
4. Hit the Enter key or scroll down and click Submit
5. You will be shown the classes you dropped

Payment
1. Pay on WebAdvisor
2. Pay in person at the Cashier’s window in the lobby of the White Building (Building 1).