



Use your Washburn e-mail address and password to log in. This system provides secure access to several applications including MyWashburn and Degree Works.

First time user? Go to activate your account at [Account Activation Form](#). See [Support Information](#).

If you encounter problems logging in, please contact ITS Support at [support@washburn.edu](mailto:support@washburn.edu) or call 785.670-3000.

<input type="text" value="User Name"/>	<input type="password" value="Password"/>	<input type="button" value="Sign In"/>
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**STEP 1:**  
**Login to MyWashburn**

**STEP 2:**  
Click on the "Student Academics" tab.

### Welcome to MyWashburn!

While the look has changed, all the resources are still here.

What is new:

1. Navigation is on the left.
2. Search for what you are looking for with the box in the top left.
3. Access the site from any device.

**Important Note:** With the new authentication scheme, it is very important that you use the Sign Out link on the upper right to exit MyWashburn. Do not just "X" out of the window. This may create problems logging in the next time from the same device.

#### Technical Support

For technical assistance contact ext. 3000  
Technology Support Center (Bennett 104)  
Support Hours  
Mon - Thurs 7:30am - 11:00pm  
Fri 7:30am - 5:00pm  
Sat 8:00am - 5:00pm  
Sun 1:00pm - 11:00pm



### Office 365 Email Calendar

- [Lookup WJAD / Office 365 Email & Calendar Account Information](#)
- [Change Your WJAD / Office 365 Email & Calendar Password \(Required for first access to Office 365\)](#)
- [Login to Office 365 Email & Calendar](#)

#### Phishing Scam Awareness

View [this video](#) to learn more about how to spot a phishing scam email.

- Home
- News & Events
- University Services
- Student Academics**
- Student Life
- Financial Services
- Finance
- Faculty
- MyCourses
- Employee
- Sites

### Registration Information

**Registration**  
Check your registration status  
Search for available courses  
Withdraw from All Courses  
**REGISTER FOR COURSES/ADD OR DROP CLASSES**  
Registration Menu  
View Detail Course Schedule

**Additional Registration Information**  
Academic Calendar  
Important deadlines/dates for this week  
Last Day\* deadline for courses  
Refund Dates by Course  
Course Schedule and Registration Information Guide  
View Catalog Information..Including Prerequisites  
Final Exam Schedule

**University Registrar Links**  
View academic transcript  
View midterm grades for freshmen  
View final grades  
Update your address information  
Transcript Request and Enrollment Verification  
Name Change Information

**Graduation and Beyond**  
Commencement Web Site  
Apply to Graduate  
Diploma Mailing

### Academic Advising

Academic Advising Office  
Majors & Programs  
Declare or Change Your Undergraduate Major  
University and General Education Requirements  
University Catalog  
Instructions for Processing Degree Audits  
**\*NEW\*** Process Degree Audits & SEP (2016-2017 catalog and beyond)  
Process Degree Audits (Catalogs PRIOR to 2016-2017)  
Washburn University Transfer Guide  
GPA Calculator

### Academic Opportunities

WTE Declaration and Activity Plan Submission. For more information about the Washburn Transformational Experiences, please go to WTE.

Apeiron, A Forum of Student Research, Scholarship and Creativity.  
**Register for Apeiron.**

University Honors Program  
Study Abroad  
Leadership Institute  
Learning in the Community (LinC)

### Academic Profile

Select Another Term

Primary

**Curriculum**

Class Standing: Post Baccalaureate

**STEP 3:**  
Click on "WTE Declaration and Activity Plan Submission" link.

Admit Term: Spring 2018  
Catalog Term: Spring 2018  
College: VPAA/Other  
Campus: Washburn University  
Major: Non-Degree Seeking

Transcript      Holds

Washburn University  
Transformational Experience

Login

After providing the following information please press the Submit button.

Washburn Email Address Password

**STEP 4:**  
**Login to WTE**

Transformational Experience – Washburn University

Washburn University  
Transformational Experience – ... x +

https://www2-prod.washburn.edu/iss/wte/index.php

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WASHBURN.edu  
**TUV**  
J V X Y  
Transformational Experience

Search for: [input] Go

Sort order:  
 Last Edited  
 Date Submitted  
 Alpha  
 WTE Area

Declarations:  
 Currently Submitted  
 Archived/Deleted

Activity Plans:  
 Developing Plan  
 Submitted for Approval  
 Mentor Approved  
 Administrator Approved  
 Disapproved  
 Plan Not Started

Project Completion Forms:  
 Submitted for Approval  
 Mentor Approved  
 Dean/Chair Approved  
 WTE Director Approved

Color Code

Final Assessment

Declarations Report  
Completions Report  
Major Counts

Banner Declarations Data  
Banner Completions Data  
Banner Deletions

Administrator Search Results 4 total. [New](#) [Add/Manage Activity Plan Templates](#)

To view completed WTEs, please choose 'Archive' in the left navigation column. Completed WTEs are archived when the area director approves a completion request.

Name	Preference Area	Date of Last Edit / Submitted	Major(s)
<a href="#">View Declaration</a> <a href="#">Activity Plan</a> <a href="#">Completion Request Form</a> Corbin, Jessica Activity plan approved.	International Education TE	Last edit 2012-01-18 15:19:03	Psychology
<a href="#">View Declaration</a> <a href="#">Activity Plan</a> Corbin, Shelby Activity plan not started.	Leadership TE	Last edit 2010-02-24 09:29:33	Nursing, Undeclared
<a href="#">View Declaration</a> <a href="#">Activity Plan</a> Corbin, Shelby Activity plan not started.	International Education TE	Last edit 2009-11-30 12:06:14	Sociology, French
<a href="#">View Declaration</a> <a href="#">Activity Plan</a> Corbin, Shelby Activity plan not started.	International Education TE	Last edit 2012-05-10 14:22:00	Psychology


[New WTE Declaration](#) [Add/Manage Activity Plan Templates](#)

**STEP 5:  
Click on "Completion Request Form" link.**

Washburn University    Transformational Experience - Washburn University

https://www2-prod.washburn.edu/iss/wte/index.php

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### WTE Project Completion Form

[Report](#) [Edit](#) [Print version](#) [Exit](#)

[Click here for WTE Final Assessment Report](#)

Student WIN:	
Student Name:	
Major(s):	
Class Year:	
WTE Area:	

Title of Plan/Position/Program: Nicaragua Service Experience

Presentation Venue:

Presentation Date: (mm/dd/yyyy)

Student Agrees Project Complete: -

Mentor Approval: -

Dean/Dept. Chair Approval: -  
(Required only for Scholarly Creative WTE)

Was mentor's supervision of this WTE part of their teaching load? (Required only for Scholarly Creative WTE) -

WTE Area Director Approval: -

Mentor E-mail: [rick.ellis@washburn.edu](mailto:rick.ellis@washburn.edu)

[Report](#) [Edit](#) [Print version](#) [Exit](#)

**STEP 6:**  
Click on this link and complete the "Final Assessment Report". It is a VERY short survey that gives you the opportunity to share the different transformational aspects of your program. When completed, click "Submit".