BANNER 9 | SELF-SERVICE SOS

This document demonstrates Banner 9 Self-Service (SOS) and provides an overview of the functionality and features that are available to students at San Jacinto College.

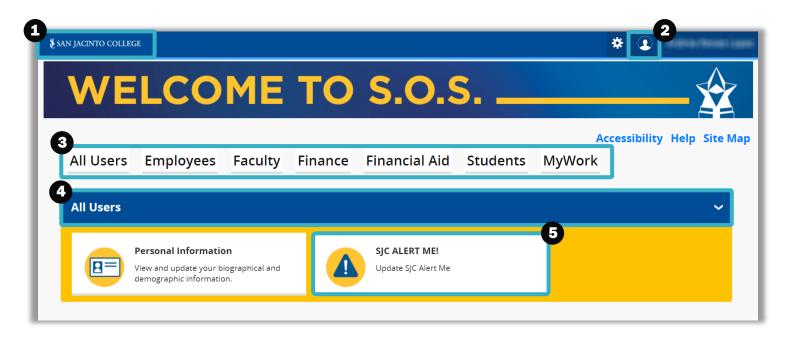
Access SOS

Visit www.sanjac.edu/soslogin and log into your SOS account.



Navigation

- 1. **Home** Click the San Jacinto College logo to return to the home page.
- 2. **Sign Out** Select the image icon to securely sign out of the S.O.S. environment.
- 3. **Tabs** Tabs appear below the Welcome to S.O.S. banner and can be clicked to quickly navigate to a specific menu. The Tabs you are able to view are based on your role at the college.
- 4. **Drop-Down Menus** Click the drop-down menus to access a collection of user-specific tiles.
- 5. **Tiles** Click the tiles to access the available features and functionality.



All Users Tab

Select the All Users tab and click the drop-down arrow to access your Personal Information and SJC Alert Me! tiles.



Personal Information

The **Personal Information** tile allows you to view your personal details such as name, G#, email address, phone numbers, and more.

SJC ALERT ME!

The **SJC ALERT ME!** tile allows you to sign up and update your text and email notifications in case of an emergency at the college.

Students Tab

The **Students** tab provides access to various tiles that support your academic journey at San Jac.



View Schedule or Register for Classes

- 1. Select the **Students** tab.
- 2. Click the drop-down menu titled Students Registration.
- 3. Click the **Register for Class(es)** tile. This will take you to your registration screen. *More updates will be made to this screen sometime in the future.*

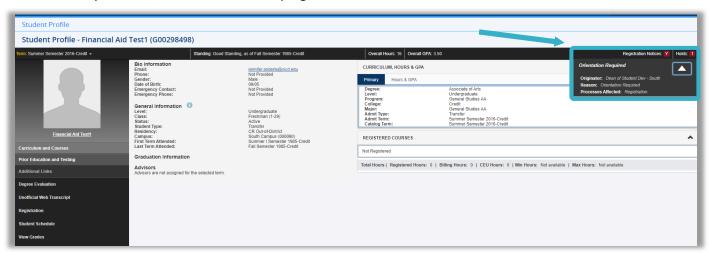


View Holds

- 1. Select the **Students** tab.
- 2. Click the drop-down menu titled Students.
- 3. Click the Student Profile tile.



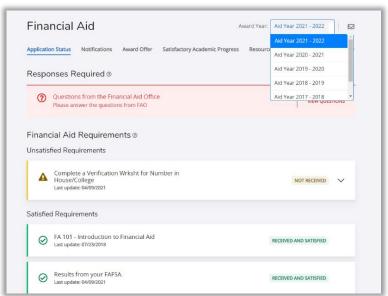
4. To view your holds, click **Holds** in the top right corner.



Financial Aid Dashboard

- 1. To view your Financial Aid dashboard, click the **Financial Aid** tab.
- 2. Then click the Financial Aid Dashboard tile.



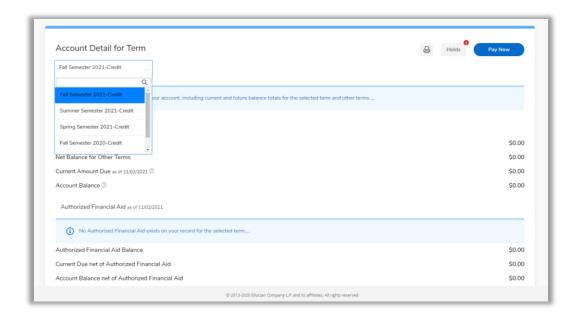


Account Balance

- 1. To view your account balance or other payment information, click the **Students** Tab.
- 2. Then click the **Student Account Summary** drop-down menu.
- 3. Then click the Account Detail for Term tile.

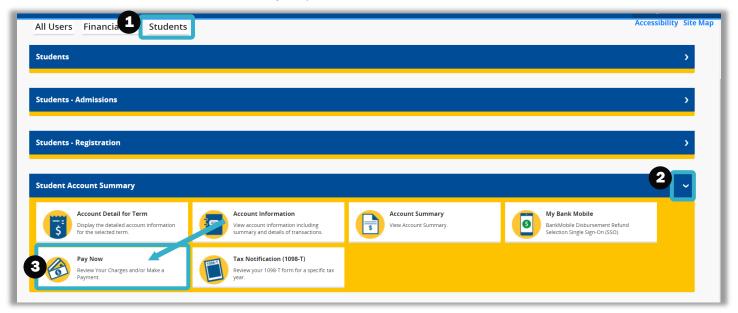


4. Select the term you want to view, and it will show the balance for that term.

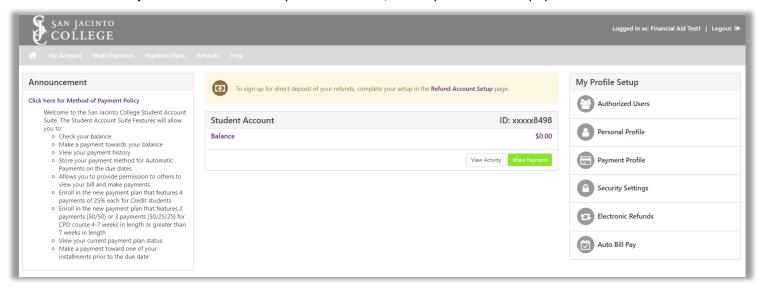


Make a Payment

- 1. To make a payment, click the **Students** Tab.
- 2. Click the Student Account Summary drop-down menu.



3. Click the Pay Now tile. This will lead you to TouchNet, where you can make a payment.



View Your Degree Plan

- 1. To view your degree plan, click the **Students** Tab.
- 2. Then click the Students drop-down menu.



3. Then Select the **Degree Evaluation** tile to open up your degree plan.

