



Web4U@WWU

UNIVERSITY INFORMATION SYSTEM

Web4U is Western's online information system for students, alumni and personnel. It's password-protected, secure and private. As a student at Western, you can conduct the following business on Web4U:

- ▶ Personal Information
 - View/update your address & phone number
 - View/update emergency contact information
 - Change your PIN or security question.
- ▶ Student Services & Financial Aid
 - Register for classes
 - Display your class schedule
 - View holds
 - Make online payments
 - View grades & print your unofficial transcript
 - Review financial aid requirements & awards.

Login Tips

User ID: Enter your Western ID number using an uppercase W followed by eight numerals. (example: W00999999)

PIN: Consists of six numerals, no spaces or dashes. (example: 123456)

If you've attended Western before, your PIN will be the same as when you last attended. If you need assistance remembering your PIN, contact the Registrar's Office. Have your WWU ID handy.

If you are new to Western, your PIN will be the first six digits of your SSN.

Caution: Repeated entry of an incorrect User ID or PIN will automatically block your access to Web4U. Contact the Registrar's Office for login assistance. Have your WWU ID handy.

www.wvu.edu/web4u

HELP: Registrar's Office • 360.650.3432 • Registrar.Office@wvu.edu

myWestern

YOUR STUDENT EMAIL ACCOUNT



MyWestern is your official email account for all University communication. Messages about tuition, enrollment, financial aid, and other administrative business can reach you quickly and reliably via your MyWestern account. Educational Administration Program personnel regularly interact with students by email. Please activate your MyWestern account, memorize your username and password, and check your inbox regularly. Go to MyWestern from any computer with an Internet connection.

If you've attended Western before—and used MyWestern account—your official admission to this program will automatically re-activate your previous account. If you need assistance remembering your username and password, contact the ATUS Helpdesk. Have your WWU ID handy.

Account Activation

If you are new to Western, you will need to complete the one-time activation process at www.wvu.edu/activate.

1. Sign in with the same Western ID and PIN you use for Web4U.
2. Read and agree to the Acceptable-Use Policy.
3. Create some security questions.
4. Create your MyWestern password. (Read instructions carefully!)
5. Successful creation of a password will generate your username and email address.

Example password: PA55!wrD

Example username: viking

Example email address: viking@cc.wvu.edu

www.wvu.edu/mywestern

HELP: ATUS Helpdesk • 360.650.3333 • helpdesk@wvu.edu

Welcome, new student!

EDUCATIONAL ADMINISTRATION PROGRAM • WESTERN WASHINGTON UNIVERSITY

Program Headquarters

Educational Administration Program
Western Washington University
516 High Street – Miller Hall 204
Bellingham, WA 98225-9087

Phone: 360.650.3708

Fax: 360.650.6526

Toll Free: 866.913.3323

Program Website

Our website is loaded with everything you need to plan your course of study, register for classes, buy your textbooks, and find your classroom. It also links you to vital University resources like *Web4U*, *MyWestern*, the Graduate School, and Western Libraries. Get organized; get to class; change the world!

www.wce.wvu.edu/depts/edad

Program Advising

Program advising is offered each quarter to current and prospective students. New students are strongly advised to attend a session early in their program. The agenda includes an overview of State requirements for school leaders, tools for planning your coursework, and help with online registration. No appointment needed.

Dates Offered:

Saturday September 20, 2008	10:00 AM - Noon
Saturday December 6, 2008	10:00 AM - Noon
Saturday March 14, 2009	10:00 AM - Noon
Saturday June 6, 2009	10:00 AM - Noon

Location:

University Center at Everett Station • 3201 Smith Avenue • Everett, WA 98201
(Room 212, second floor of the Amtrak/Greyhound station.)

Driving Directions:

- ▶ Heading South on I-5:
Take the exit 194 (Everett Av) toward Wenatchee;
Keep RIGHT at the fork in the ramp;
Turn RIGHT onto Everett Av;
Turn LEFT onto Maple St;
Turn RIGHT onto Pacific Av;
Turn LEFT onto Smith Av;
The building will be on your left; parking is on the right.
- ▶ Heading North on I-5:
From the right lane, take exit 193 (Pacific Av);
At the bottom of the exit ramp, turn LEFT onto Pacific Av;
GO west on Pacific Av; at top of overpass turn LEFT at Smith Av;
The building will be on your left; parking is on the right.